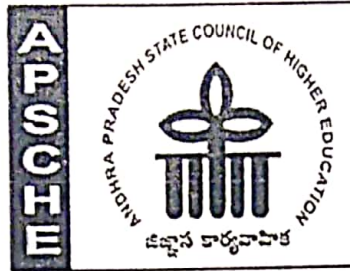


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by



**ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION**  
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**REVISED SYLLABUS OF ENGLISH under (Part – I)**  
**UNDER CBCS FRAMEWORK WITH EFFECT FROM 2020-21**

**PROGRAMME: THREE-YEAR B.A. /B.Sc./B.Com/BCA/BBM/BHM & CT, etc.**

Andhra Pradesh State Council of Higher Education, Mangalagiri,  
Guntur District

Revised English Syllabus from 2020-21 Onwards

Under Choice Based Credit System

**Introduction**

The turn of the twenty first century has made the English Language skills a passport to the job market to all job seekers. Ability to communicate well in English has become a hallmark of good educational foundation and a prerequisite for all graduates. The students are expected to possess a measurable knowledge and a set of skills in using English language in personal and professional life. The present course English Praxis in four parts offers suitable context to teach, learn and practise target language skills. Each part of the course aims at certain specified skills which are taught through various text-based classroom activities and the English Language Laboratory activities. The syllabus of the course offers an open platform to the teacher to facilitate active participatory learning to the students. Hence the whole course is offered in four semesters. The first part of the course offers fundamentals of the English language in five units: Listening, Speaking, Grammar, Writing and Soft Skills. These introductory units are developed into full length courses in the subsequent semesters in addition to Reading Skills so as to prepare the learner into a fully equipped individual.

In addition to the classroom interaction, the course also aims at language enhancement through various ICT based online and offline activities in the English Language Laboratory. Each Unit is reinforced with Laboratory activities. The College administration will bestow special attention to make the English Praxis course an activity oriented one. The innovative methods and creativity of the English faculty will enhance the learners' participation in teaching and learning.

**Semester-I English Praxis Course-I : A Course in Communication and Soft Skills**

**Semester-II English Praxis Course -II : A Course in Reading & Writing Skills**

**Semester-III English Praxis Course -III: A Course in Conversational Skills**

# English Syllabus-Semester-I

## English Praxis Course-I

### A Course in Communication and Soft Skills

#### Learning Outcomes

*By the end of the course the learner will be able to :*

- Use grammar effectively in writing and speaking.
- Demonstrate the use of good vocabulary
- Demonstrate an understating of writing skills
- Acquire ability to use Soft Skills in professional and daily life.
- Confidently use the tools of communication skills

#### I. UNIT: Listening Skills

- i. Importance of Listening
- ii. Types of Listening
- iii. Barriers to Listening
- iv. Effective Listening

#### II. UNIT: Speaking Skills

- a. Sounds of English: Vowels and Consonants
- b. Word Accent
- c. Intonation

#### III. UNIT: Grammar

- a) Concord
- b) Modals
- c) Tenses (Present/Past/Future)
- d) Articles
- e) Prepositions
- f) Question Tags
- g) Sentence Transformation (Voice, Reported Speech & Degrees of Comparison)
- h) Error Correction

#### IV. UNIT: Writing

- i. Punctuation
- ii. Spelling
- iii. Paragraph Writing

#### V. UNIT: Soft Skills

- a. SWOC
- b. Attitude
- c. Emotional Intelligence
- d. Telephone Etiquette
- e. Interpersonal Skills