



**BABA GHULAM SHAH BADSHAH  
UNIVERSITY RAJOURI (J&K)-185234  
DEPARTMENT OF ENGLISH**

**Course Title: Applied English**  
**Course Code: Eng- 209**  
**Examination Duration: 03 Hours**  
**Credits-4**

**Total Marks: 100**  
**University Examination: 60**  
**Sessional Assessment: 40**

**Course Objective:** The course is designed to acquaint the students with the basic tools essential for a systematic study of language; the principles and practices of effective communication and writing skills for academic and professional purposes.

**UNIT-I ( Oral Communication)**

Concept of Transcription: Phonetic Symbols, Speech mechanism, Vowels and Consonants, Syllable Division. Word Stress, Accent and Intonation

**UNIT-II ( Developing Reading Comprehension)**

From Prose and Poetry: Précis writing, Summarising of passage, Matching Tables, Graphs. Objectives and Short Answers.

**UNIT-III (Developing Writing Skills)**

Writing Techniques: Paragraph writing, Abstract writing, Formal letter writing, Notice, and Memorandum, SMS, Email writing, Advertisement.

**UNIT –IV: ( Basic Usage of English Grammar)**

Noun, Pronoun, Verb, Adjectives, Adverbs, Preposition, Conjunction, Interjection, Phrases, Idioms Clause, Tenses, Articles and Narration.

**UNIT-V ( Developing Research Skills)**

How to write a research paper, Plagiarism, Proof reading and Editing.

**Some Recommended Texts (Not for examination) :**

1. Unique English Grammar: Oxford University Text
2. Spoken English : A Self Learning Guide to Conversation Practice by V. Sasikumar and P. V Dhamija
3. Phonetics and Phonology by M. Aslam
4. Common Errors in Spoken English: Research Article Web

### **Course Outcome:**

By the end of the examination the Students will learn about:

1. Intelligible Communication
2. Pronunciation
3. Drafting skills
4. Formal Academic Skills in Written Format
5. Rectification of Grammatical Errors
6. Students will take interest in debating and discussion to solve the different problems
7. Students can enjoy Listening and Speaking Skills

### **Suggested Readings:**

1. Cambridge English Grammar. Cambridge: Cambridge University Press, 2010.Print.
2. Hornby, A.S.*Oxford Advanced Learner's Dictionary*.8<sup>th</sup>ed. New Delhi: Oxford University Press, 2016.Print.
3. Oxford English Grammar. New Delhi: Oxford University Press, 2016.Print.
4. Swan Micheal. *Practical English Usage*. Oxford: Oxford University press, 2005.Print.
5. Yule, George. *The study of Language*. 2<sup>nd</sup> ed. Cambridge: Cambridge University Press, 1997.Print.

### **Pattern of Examination:**

The question paper will have two sections A&B. Section A will be compulsory and will include 10 objective type questions, each carrying one mark. Section B comprises 10 long answer type questions each carrying 10 marks, two from each unit and the student will be required to attempt one question from each unit.