## Content Summary

### First Semester:

1. Parts of Speech
2. Language skills development through the use of ‘it’, ‘there’, ‘Is’, ‘am’, ‘are’, ‘was’, ‘were’, ‘has’, ‘have’, ‘had’, ‘will have’, ‘shall have’, ‘is to’, ‘am to’, ‘are to’, ‘was to’, ‘were to’, ‘can’, ‘could’, ‘would’, ‘should’, ‘may’, ‘might’, ‘as if’, ‘had better’, ‘unless/until’, ‘although—yet’, ‘no sooner did’, ‘hardly—when’, ‘as soon as’, ‘as long as’, ‘even though’, ‘inspite of/despite’, ‘provided that’, ‘used to’, ‘would rather’, ‘high time’, ‘let’, ‘lest’………….. etc.
3. Report writing
4. C.V Making
5. Job Interviews
6. Oral presentation
7. Non-Verbal Communication
8. Skill development in Speaking English

**Please note:** The contents/schedule may be varied at the discretion of the course convenor to give a greater or lesser degree of emphasis to a particular topic.

## Prescribed Texts

### Text Books: