
Academic Course Description

BHARATH University
 Faculty of Engineering and Technology
 Department of Electrical and Electronics Engineering
BEN101 Technical English I
First Semester (Odd Semester)

Course(catalogue) description

This course makes the students aware of the methodologies to be followed while preparing the official documents. The students will understand the need of the hour to perform in a suitable way once they join any job.

Compulsory/Elective course : Compulsory for all branch students
Credit & Contact hours : 3 and 60 hours
Course Coordinator : Mr.Chinnappa, Asst. Professor
Instructors : Mr.Chinnappa

Name of the instructor	Class handling	Office location	Office phone	Email (domain:@ bharathuniv.ac.in)	Consultation
Mr.Chinnappa	All First Year Students	FIRST YEAR MAIN BULIDING	04422290125	manisayee2006@yahoo.co.in	9.00-9.50 AM

Relationship to other courses:

Pre –requisites : +2 Level English

Assumed knowledge : The students will have a basic understanding of English language obtained at a high school (or Equivalent) level. In particular, they will have a knowledge about the procedure to communicate through letters and e-mail.

Syllabus content

UNIT I STRUCTURES

12

Parts of speech - Active and passive voices - Subject verb agreement. - Writing about School life, Hobbies, Family and friends – Word formation with prefixes and suffixes - Tenses - Concord - Summarizing - Note-making

UNIT II TRANSCODING

12

Cause and effect relations – Punctuations –Differences between verbal and nonverbal communication – E - mail communication – Homophones - Etiquettes of E mail communication. Interpreting graphic representation – Flow chart and Bar chart.

UNIT III REPORTING**12**

Degrees of comparison – Positive, Comparative, Superlative - questions- SI units -Lab reports - Physics chemistry, workshop and Survey report for introducing new product in the market.

UNIT IV FORMAL DOCUMENTATION**12**

Writing project proposals - Presentation skills - Prefixes and suffixes - If conditions - Writing a review- Preparing minutes of the meeting, Agenda, official circulars.

UNIT V METHODOLOGY**12**

Accident reports (due to flood and fire) - Hints development - Imperatives - Marking the stress Connectives , prepositional relatives

Computer usage: Nil

Professional component

General	-	100%
Basic Sciences	-	0%
Engineering Sciences & Technical Arts	-	0%
Professional Course	-	0%

Broad area : Telephone etiquettes | Transformation of sentences | Presentation skills | Writing reports

Test Schedule

S. No.	Test	Tentative Date	Portions	Duration
1	Cycle Test-1	August 1 st week	Session 1 to 24	2 Periods
2	Cycle Test-2	September 2 nd week	Session 25 to 48	2 Periods
3	Model Test	October 1 st week	Session 1 to 60	3 Hrs
5	University Examination	TBA	All sessions / Units	3 Hrs.

Mapping of Instructional Objectives

To develop speaking skills and understanding of the language. It will help the students to communicate with the strangers and introduce themselves. This course emphasizes:	Correlates to program outcome		
	H	M	L
1. To develop an understanding of the oral skills.	b,c,d,j	a,f,k	e,g
2. To develop the ability to discussion in a group confidently.	b,c,f	a,d,g,h	j
3. To be able to write essays efficiently .	a,d,e	b,g	j,k
4. Introduce students to telephone etiquettes.	a,d,e	b,g,h,k	f,j
5. To be able to use the grammatical rules in the language correctly.	e	a,b,c,d,g	j,k

H: high correlation, M: medium correlation, L: low correlation

Draft Lecture Schedule

Session	Topics	Is it grammar-related exercise? (Yes/No)	Text / Chapter
UNIT I			
1.	Parts of Speech	No	[T1]
2.	Active and passive voice	No	
3.	Subject-verb agreement	No	
4.	Writing about school life, hobbies, family and friends	No	
5.	Word formation with prefixes and suffixes	No	
6.	Word formation with prefixes and suffixes	No	
7.	Tenses	No	
8.	Tenses	No	
9.	Tenses	No	
10.	Summarizing and note making	No	
11.	Summarizing and note making	No	
12.	Summarizing and note making	No	
UNIT II			
13.	Cause and effect relations	No	
14.	Cause and effect relations	No	
15.	Cause and effect relations	No	

16.	Punctuations	No	[T1]
17.	Punctuations	No	
18.	Differences between verbal and non-verbal communication	No	
19.	Differences between verbal and non-verbal communication	No	
20.	Differences between verbal and non-verbal communication	No	
21.	e-mail communication and its etiquettes	No	
22.	e-mail communication and its etiquettes	No	
23.	Homophones, Interpreting graphic representation - flow chart and bar chart	No	
24.	Homophones, Interpreting graphic representation - flow chart and bar chart	No	
UNIT III			
25.	Degrees of comparison	No	[T1]
26.	Wh- questions	No	
27.	S.I. units	No	
28.	S.I. units	No	
29.	S.I. units	No	
30.	Lab reports - Physics and Chemistry	No	
31.	Lab reports - Physics and Chemistry	No	
32.	Lab reports - Physics and Chemistry	No	
33.	Workshop Report	No	
34.	Workshop Report	No	
35.	Workshop Report	No	
36.	Survey report for introducing new product in the market	No	
UNIT IV			
37.	Writing project proposals	No	[T1]
38.	Writing project proposals	No	
39.	Presentation skills	No	
40.	Presentation skills	No	
41.	If conditionals	No	
42.	If conditionals	No	
43.	Writing a review, Preparing minutes of the meeting	No	
44.	Writing a review, Preparing minutes of the meeting	No	

45.	Writing a review, Preparing minutes of the meeting	No	
46.	Agenda, Official circulars	No	
47.	Agenda, Official circulars	No	
48.	Agenda, Official circulars	No	
UNIT V			
49.	Accident reports	No	[T1]
50.	Hints development	No	
51.	Imperatives	No	
52.	Imperatives	No	
53.	Imperatives	No	
54.	Marking the stress	No	
55.	Marking the stress	No	
56.	Connectives	No	
57.	Connectives	No	
58.	Prepositional relatives	No	
59.	Prepositional relatives	No	
60.	Prepositional relatives	No	

Teaching Strategies

The teaching in this course aims at establishing a good fundamental understanding of the language:

- Formal face-to-face conversations
- Tutorials, which allow for exercises in transforming sentences and frame sentences
- Lectures and seminar presentations, which provide the student with practical demonstration.
- Small exercise solving tasks, to enable the students to assess their understanding of the concepts.

Evaluation Strategies

Cycle Test – I	-	5%
Cycle Test – II	-	5%
Model Test	-	10%
Assignment	-	5%
Attendance	-	5%
Final exam	-	70%

Prepared by: **Mr.Chinnappa** , Assistant professor , Department of English

Dated :

Addendum

ABET Outcomes expected of graduates of B.Tech / EEE / program by the time that they graduate:

- a) An ability to apply knowledge of mathematics, science, and engineering fundamentals.
- b) An ability to identify, formulate, and solve engineering problems.
- c) An ability to design a system, component, or process to meet the desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability.
- d) An ability to design and conduct experiments, as well as to analyze and interpret data.
- e) An ability to use the techniques, skills, and modern engineering tools necessary for engineering practice.
- f) An ability to apply reasoning informed by the knowledge of contemporary issues.
- g) An ability to broaden the education necessary to understand the impact of engineering solutions in a global, economic, environmental, and societal context.
- h) An ability to understand professional and ethical responsibility and apply them in engineering practices.
- i) An ability to function on multidisciplinary teams.
- j) An ability to communicate effectively with the engineering community and with society at large.
- k) An ability in understanding of the engineering and management principles and apply them in project and finance management as a leader and a member in a team.
- l) An ability to recognize the need for, and an ability to engage in life-long learning.

Program Educational Objectives

PEO1: PREPARATION

Electrical Engineering Graduates are in position with the knowledge of Basic Sciences in general and Electrical Engineering in particular so as to impart the necessary skill to analyze and synthesize electrical circuits, algorithms and complex apparatus.

PEO2: CORE COMPETENCE

Electrical Engineering Graduates have competence to provide technical knowledge, skill and also to identify, comprehend and solve problems in industry, research and academics related to power, information and electronics hardware.

PEO3: PROFESSIONALISM

Electrical Engineering Graduates are successfully work in various Industrial and Government organizations, both at the National and International level, with professional competence and ethical administrative acumen so as to be able to handle critical situations and meet deadlines.

PEO4: SKILL

Electrical Engineering Graduates have better opportunity to become a future researchers/ scientists with good communication skills so that they may be both good team-members and leaders with innovative ideas for a sustainable development.

PEO5: ETHICS

Electrical Engineering Graduates are framed to improve their technical and intellectual capabilities through life-long learning process with ethical feeling so as to become good teachers, either in a class or to juniors in industry.

TECHNICAL ENGLISH I

Course Teacher	Signature
Mr.Chinnappa	

Course Coordinator
(**Mr.Chinnappa**)

HOD/EEE
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