The Islamia University of Bahawalpur

**Course Plan**

**DEPARTMENT OF MANAGEMENT SCIENCE**

**Class: BSCs Evening A Semester- 1st Spring 2020**

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| Instructor | | | | Muhammad Faiq Usmani | | | Email: faiqusmani10@yahoo.com | | | | | |
| Course Title | | | English Composition & Comprehension | | | Program | |  | | | |
| Course Code | | | ENG-1114 | | |
| **Course Objective:**  After completing this course, students will:  Enhance their language skills and Critical thinking.  • have knowledge of evolution of language  • know why language is needed and why is it important.  • have insight of various theories related to language learning  • be able to differentiate between dialects and accents of English  • have improved their listening and reading skills in English  • be able to communicate in written and oral English with peers and teachers  • rely less on their first languages and increase their use of English in formal and informal situations  • have a deeper understanding of correct English structures in descriptive, narrative, and instructional texts. | | | | | | | | | | | | | |
| **Methods of Teaching**  The course uses an integrated approach to language teaching that teaches all of the four language skills—listening, speaking, reading, and writing—in natural settings. Students are encouraged to respond through pair and group work and active learning strategies, such as role play, debates, presentations, and brainstorming. Students are encouraged to use online resources in conjunction with the course guide and make the best use of interactive exercises on various websites. This course links learning approaches with assessment tasks to provide students with the opportunity to accept responsibility for their own learning. Even if students begin the course unable to communicate fluently in English, Instructors will use English as the language of instruction. Instead of switching to Urdu or other languages when there is a problem communicating to them, you will use alternative strategies, such as slowing down, repetition, asking others to explain, or using simpler vocabulary. | | | | | | | | | | | | | |
|  | **Reference Books**  **i**  T. K. Carver and S. Fortinos-Riggs, *Conversation Book II – English in Everyday Life*  (New York: Pearson Education Limited, 2006).  **ii**  J. Eastwood, *Oxford Practice Grammar* (Karachi: Oxford University Press, 2005).  **iii**  *College writing skills with Readings by John Langan,5th edition*  **iv**  A. J. Thomson and A. V. Martinet, *A Practical English Grammar* (Intermediate) (New  York: Oxford University Press, 1986) | | | | | | | |  | | | | |
| **Web Resources** | | | | | | | | | | | | |
| i | <http://www.bbc.co.uk/worldservice/learningenglish/> | | | | | | | | | | | |
| ii | <http://learnenglish.britishcouncil.org/en/> | | | | | | | | | | | |
| iii | <http://www.teachingenglish.org.uk/> | | | | | | | | | | | |
| **Grading** | Instructors use a variety of assessments in this course to assess learning. It is recommended that course work count toward at least 50 per cent of students’ final grades. Instructors will advise which course work assignments will be graded. The remainder of the grade will be determined by mid-semester and end-of-semester examinations. | | | | | | | | | | | | |
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| **SEQUENCE OF TOPICS TO BE COVERED** | | | | | | | | | | | | | |
| **Lecture Week** | **Lecture Dates** | | | | **Topics (outline of main topics and sub topics)** | | | | | |  | | |
| **WEEK 1** |  | | | | Introduction (composition and comprehension) | | | | | |
| **WEEK 2** |  | | | | Paragraph writing (structure,characteristics,practice)  Short story writing | | | | | |
| **WEEK 3** |  | | | | short story writing (structure.types characteristics,practice) | | | | | |
| **WEEK 4** |  | | | | Sentence analysis ( practice) | | | | | |
| **WEEK 5** |  | | | | Tenses , Parts of speech | | | | | |
| **WEEK 6** |  | | | | Presentations | | | | | |  | | |
| **WEEK 7** |  | | | | Quiz and practice of sentence correction | | | | |  | | | |
| **WEEK 8** |  | | | | Revision of Mid-Term Syllabus | | | | |  | | | |
| **WEEK 09 Mid Term Exam** | | | | | | | | | | | | | |
| **WEEK 10** |  | | | | Essay (introduction,characteristics,features of essay) | | | | |  | | | |
| **WEEK 11** |  | | | | Classification of essays   * Reflective essays * Narrative essays * Descriptive essays * Imaginative essays | | | | |
| **WEEK 12** |  | | | | Report writing process | | | | |
| **WEEK 13** |  | | | | writing process   * Brainstorming * Outling * Drafting * Revising * Editing | | | | |
| **WEEK 14** |  | | | | Summary writing (practice) | | | | |
| **WEEK 15** |  | | | | Oral presentations (how to give the presentations) | | | | |
| **WEEK 16** |  | | | | Presentations | | | | |
| **WEEK 17** |  | | | | Presentation+Revision for Final-term Exams | | | | |
| **WEEK 18 Final Term Exams** | | | | | | | | | | | | | |

**Student Evaluation criteria:**

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| Attendance | 5% |
| Workshop / Assignments/Case study | 5% |
| Surprise Test/Sudden Test, Quizzes | 5% |
| Class Participation | 5% |
| Mid Term Paper | 30% |
| Final Term paper | 50% |
| **Total** | **100%** |