

The Islamia University of Bahawalpur



Course Plan

DEPARTMENT OF PAKISTAN STUDIES

Class: MA (English)

Semester- 1st

SPRING 2020

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| Instructor | Shamaila Roohi | Email: shmailaroohi@gmail.com | |
| Course Title | Functional English | Program | MA. Pakistan Studies |

Course Objective:

After completing this course, students will be able to:

- use English Grammar correctly
- develop the English language proficiency
- become confident in reading writing, speaking and listening to the English Language
- rely less on first languages and increase their use of English in Formal and informal situation

Course Material:

The course uses integrated approach to language teaching that teaches all of the four language skills- listening, speaking, reading and writing along are encouraged to respond through group and pair work.

| Reference Books | | |
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| i | ii | High school English Grammar by Wren and Martin’s https://www.8freebooks.net/download-key-to-high-school-english-grammar-composition-p-c-wren-pdf/ |
| | iii | Oxford Practice Grammar with answers by John Eastwood |
| | iv | Functional English Grammar by Graham Lock |
| The Oxford Guide to Effective Writing and Speaking by John Seely | | |

SEQUENCE OF TOPICS TO BE COVERED

| Lecture Week | Lecture Dates | Topics (outline of main topics and sub topics) |
|--------------|---------------|--|
| WEEK 1 | | Introduction to Functional English and its importance in everyday life |
| WEEK 2 | | Definition and introduction of Word Class |
| WEEK 3 | | Nouns, their types and usages |
| WEEK 4 | | Conjunctions their types and usages |
| WEEK 5 | | Adjectives, their types and usages |

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| WEEK 6 | | Verbs and tenses and their usages |
| WEEK 7 | | Pronouns their types and usages |
| WEEK 8 | | Adverbs, their types and usages |
| WEEK 09 | | Mid Term Exam |
| WEEK 10 | | What is phrase and its types |
| WEEK 11 | | Essay writing and its format |
| WEEK 12 | | Types of Essays |
| WEEK 13 | | Sentences and its types function wise |
| WEEK 14 | | Types of sentence Structure wise |
| WEEK 15 | | Active voice and Passive Voice |
| WEEK 16 | | Reading comprehension |
| WEEK 17 | | Revision |
| WEEK 18 | | Final Term Exams |

Student Evaluation Criteria:

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