

Course Outline

English-2

Department of International Relations

Course Outline

Class	BA (HONS)
Semester	2nd
Course	English-2
Course Instructor	Zarnab Ahmed
Credit hrs	3 hrs

Objectives

The course aims to To enable the students to read the text for a literal understanding interpretation & the general assimilation & integration of knowledge. It will help students to write well organized academic texts including examination answers with topic/thesis statement & supporting details alongwith to write argumentative essays and course assignments

Contents:

- **Receptive & Productive skills**
- **Writing & Reading Skills**
- **Academic Writing**
- **Essay Writing & types**
- **Paragraph Writing**
- **Introduction to Precis Writing**
- **Report Writing**
- **C.V Writing & Resume**
- **Letter & Application Writing**
- **Writing Stages**
- **Reading skill and Types**
- **Comprehension**
- **Phrase Structure**

Recommended Readings

Smazler, W. R. (1996). *Write to be Read: Reading, Reflection and Writing*. Cambridge: Cambridge University Press.

Wallace, M. (1992). *Study Skills*. Cambridge: Cambridge University Press.

Eastwood, J. (2004). *English Practice Grammar* (New edition with tests and answers). Karachi: Oxford University Press.

Murphy, R. (2003?). *Grammar in Use*. Cambridge: Cambridge University Press.