

IIT Mandi
Proposal for a New Course

Course Number: HS 108
Course Name: Basic English for Engineers
Credit: 3
Distribution: 3-0-0-3
Intended for: B.Tech.
Prerequisite: None
Mutual Exclusion: None

1. Preamble:

This course focuses on introducing students to fundamental skills in English communication pertaining to academic comprehension, reading, writing, and comprehension for students of engineering. The course will be largely practical in nature with greater emphasis on reading, speaking, and writing exercises to reinforce language proficiency.

2. Course Modules with quantitative lecture hours:

Unit 1: Interactive speaking skills

8 hours

- Effective formal introductions
- Formal short speeches
- Extempore speaking and oratory
- Formal presentations (non-technical)

Unit 2: Written correspondence

7 hours

- Letters—enquiries, requests, invitation, complaints, orders
- Emails—formal and informal
- Memos and minutes of the meeting

Unit 3: Comprehension skills

12 hours

- Active listening and reading
- Note-making
- Summarizing
- Paraphrasing

Unit 4: Writing Skills

15 hours

- Descriptive writing (products and processes; with attention to time, place, objects, people)
- Instruction writing (technical)
- Describing graphs/pie-charts/tables
- Paragraph writing
- Essay writing-expository and narrative

3. Laboratory/practical/tutorial Modules: None

4. Text books:

- Lachance, Julie, *Basic English*, McGraw Hill, 2019.
- Raman, Meenakshi and Sangeeta Sharma, *Technical Communication: Principles and Practice*, Oxford University Press, 2004.

Similarity with the existing courses:

(Similarity content is declared as per the number of lecture hours on similar topics)

S. No.		Course Code	Similarity Content	Approx. % of Content
1.		HS 208-English II (existing course)	Some elements from the unit on writing and speaking (~8)	~20%

Justification of new course proposal if cumulative similarity content is >30%: --