BACHELOR DEGREE IN CIVIL ENGINEERING

ENGLISH PROFICIENCY
Course Code: SH 102

Lecturer: 3   **Year: I**
Tutorial: 2   **Part: I**
Practical: 1   **Course Credit: 3**

Course Objectives:
The course aims to provide effective communicative language skills to professional students engaged with professional courses like Engineering. This course enables students to use language accurately, clearly, and concisely in their academic and professional careers. It also enhances the capacity of students to read a text critically and improve their work-related writing skills that help them grow professionally.

	Teaching Schedule Hours/Week			Evaluation Scheme				
				Internal Evaluation		Final Evaluation		Total
	Lecture	Tutorial	Practical	Theory	Practical	Theory	Practical	125
Cr	3	2	1	40	10	60	15	

Course Contents:
Unit 1 Vocabulary   **(3 Hours)**
    1.1. Sets of vocabulary applied in the Engineering profession with Exercises
Unit 2 Grammar Essentials   **(8 Hours)**
    2.1. Introduction: Grammar Essentials for Engineering Communication
    2.2. Parts of Speech
    2.3. Tense
    2.4. Voice
    2.5. Reported Speech
    2.6. Subject-Verb Agreement
    2.7. Preposition
Unit 3 Reading Comprehension   **(3 Hours)**
    3.1. Comprehension questions and exercises (from prescribed passages- Engineering Construction, Foundations, Doors, Windows, Staircase, Bridges, Irrigation, Highway, Railway, Airport, etc)
    3.2. Note-Making
    3.3. Abstract/Precis/Summary Writing
Unit 4 Graphical Proficiency   **(2 Hours)**
Unit 5 Writing   **(21 Hours)**
    5.1. Writing Notices with Agenda and Minutes
    5.2. Email Writing
    5.3. Writing Proposals
        5.3.1. Introduction: Proposal Writing in Engineering Profession
        5.3.2. Purpose of the Proposal Writing
        5.3.3. Structuring the Proposal
        5.3.4. Clarity and Conciseness in Proposal
        5.3.5. Demonstrating Feasibility
        5.3.6. Professionalism in Proposals
        5.3.7. Peer Review and Revision
    5.4. Report Writing
        5.4.1. Introduction: Report Writing in Engineering Profession
        5.4.2. Types of Formal Report
        5.4.3. Anatomy of Formal Report

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        5.4.4. Progressive Reports
        5.4.5. Feasibility Reports
        5.4.6. Empirical/Research Reports
        5.4.7. Field/Project Reports
    5.5. Writing Research Article
        5.5.1. Understanding the Research Article Structure
        5.5.2. Crafting an Engaging Introduction
        5.5.3. Detailing Research Procedures
        5.5.4. Presenting Research Findings Effectively
        5.5.5. Navigating the Results and Discussion Sections
        5.5.6. Writing Conclusions in a Research Article
    5.6. Issue Essay
        5.6.1. Deconstructing the Issue Prompt
        5.6.2. Developing a Clear Thesis Statement
        5.6.3. Building a Coherent Argument
        5.6.4. Selecting and Presenting Evidence
        5.6.5. Addressing Counterarguments
        5.6.6. Writing Style and Clarity
        5.6.7. Writing Conclusion of an Essay

Unit 6 Listening   **(4 Hours)**
Unit 7 Speaking   **(4 Hours)**

Reference:

1. Adhikari, B.D., and Lamichhane, P. "Modern English Grammar, Writing, Comprehension, Word Formation and Pronunciation", Heritage Publishers and Distributors, Kathmandu.
2. Adhikari, Usha; et.al. (2000) "Communicative Skills in English", Research Training Unit, IOE, Pulchowk Campus.
3. Khanal, Ramnath, (2008) "Need-based Language Teaching (Analysis in Relation to Teaching of English for Profession Oriented Learners)" Kathmandu: D, Khanal.
4. Mishra, Sunitaet et. al. (2004), "Communication Skills for Engineers", Pearson Education First Indian print.
5. Rizvi, M. Ashraf (2008), "Effective Technical Communication", Tata Mc Graw Hill.
6. Taylor, Shirley et. al. (2009), "Model Business Letters, E-mails & other Business Documents", Pearson Education.
7. Adhikari, O. "A Text Book of English- Engineering Your English",…

Evaluation Scheme
The final evaluation will have questions from all the units. The marks distribution for all the units will be as follows:

Unit	Unit Title	Scheduled Hours	Marks Distribution
1	Vocabulary	3	5
2	Grammar Essentials	8	10
3	Reading Comprehension	3	5
4	Graphical Proficiency	2	5
5	Writing	21	35
6 & 7	Listening and Speaking	8	Practical
Total		**45**	**60**

Note: The marks distribution in the table above can be modified according to the need.