

**CONTACT PERIODS: 2 (LECTURE) PER WEEK**

**PROGRESSIVE MARKS : 50**

□

□

**OBJECTIVE:**

□

To develop skills in effective communication – both written and verbal.

**OUTLINE:**

Understanding the differences among seminars, conferences, convention, congress, debates, extempore speeches, panel discussions etc., Verbal presentations on architectural topics.

- Simple grammar – using appropriate words, filling of blanks, completing of sentences, active and passive voice, correcting mistakes in texts. Use of proverbs, metaphors.
  
- Reading and listening comprehension, to develop the ability to read and listen with understanding and draw reasoned conclusions.
  
- Interpretation of materials such as questionnaires, application forms, analysis of materials such as texts, reports, technical literature.
  
- Notes taking from spoken and written English.
  
- Comprehension of lectures and speeches to locate key points.

Writing – To develop the ability to write concisely and correctly and present ideas in a logical manner. Professional letters to fellow architects, clients, public authorities, contractors, enquiries to industries, dealers. Essay writing on current political, technical and social problems.

**REFERENCES:**

1. Working in English: Teachers Book, Jones Leo.

1. Communicative English for Professional Courses, Mudambadithaya G.S.

2. English Conversation Practice, Taylor, Grant.