

**Program: BS (IT) - I**

**Course Name: English Composition & Comprehension**

**Course Code: EG- 301**

**Session: 2012-2015**

**Credit Hours: 03**

**Total weeks: 16-18**

**Total Hours: 48-54**

**Course Objectives:**

This course has been designed to introduce and enhance the basic grammatical concepts of the English Language. Students in this course will learn to improve their basic and fundamental writing, reading and speaking skills. The main emphasis will be to help them to use the English language correctly in their Business Administration field for which English language competency is a prerequisite.

* **Week-1** Sentence & Sentence Structure

 Subject, Predicate

 Phrase, clause

 Kinds of sentences

* **Week-2**

Noun and Kinds of noun

 Noun case,

 Noun clause, noun phrase

 Pronoun

 Articles

* **Week-3** Verb

 Kinds of verb:lexical/auxiliary

 Transitive/ Intransitive, Regular/ Irregular, Gerund/ Infinitive

* **Week-4**

Forms of verb

 Subject-verb agreement

* **Week-5**

Adverb & kinds of adverb

 Formation of adverb

 Use of adverb

 Degree of adverb

 Adverb clause & phrase

* **Week-6**

 Adjective, Kinds of adjective

 Composition of adjective

 Adjective clause and phrase

 Degree of adjective

* **Week-7**

 Preposition, kinds, usage

 Conjunction

 Interjection

* **Week-8**Punctuation

 Spellings Rules

 Vocabulary

* **Week-9** Introduction to Tense Structure

 Present Simple Tense

 Past Simple Tense

 Future Simple Tense

# Week-10

Present Continuous Tense

 Past Continuous Tense

 Future Continuous Tense

* **Week-11**

Present Perfect Tense

 Past perfect Tense

 Future Perfect Tense

* **Week-12** Present Perfect Continuous Tense

 Past Perfect Continuous Tense

 Future Perfect Continuous Tense

* **Week-13**

Active & Passive Voice

 Use & Rules regulation

* **Week-14**

 Active & Passive Voice

 Use & Rules regulation

* **Week-15** Direct & Indirect Narration

 Use & Rules regulation

* **Week-16** Direct & Indirect Narration

 Use & Rules regulation

**Recommended Books:**

* **High School English Grammar and Composition. Wren and Mortin**
* **A functional Approach to Modern English Grammar. Green Baul**