Format for syllabus development of Skill development course

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		PowerPoint, Email Etiquettes, Blogging, Referencing and Styling					
Suggested Readings:							
1. A Reading for Academic Purpose by Robyn Brinks & Kelly Sipped.							
2. Academic Writing by Dorothy E Zemach.							
3. Pronunciation by Jonathan Smith & Annette Margobs.							
4. English Grammar by Wren & Martin.							
5. C	5. Common Error in English Language by Kiran Prakashan.						
6. B	6. Basic Knowledge of Computer by John Monyjok.						

7. Objectives of Reading, Writing & Listening Skills by Pavni Jain.

Suggested Digital platforms/ web links for reading:

- 1. https://www.smashigmagzine.com
- 2. https://files.eric.ed.gov
- 3. <u>https://site.nationalacademies.org</u>

Suggested OJT/ Internship/ Training/ Skill partner

Suggested Continuous Evaluation Methods:

Course Pre-requisites:

- No pre-requisite required, open to all
- To study this course, a student must have the subject ... English.. in class/12th/ certificate/diploma
- If progressive, to study this course a student must have passed previous courses of this series.

Suggested equivalent online courses:

Any remarks/ suggestions:

Notes:

- Number of units in Theory/Practical may vary as per need
- Total credits/semester-3 (it can be more credits, but students will get only 3credit/ semester or 6credits/ year
- Credits for Theory =01 (Teaching Hours = 15)
- Credits for Internship/OJT/Training/Practical = 02 (Training Hours = 60)