

**ORGANIZED BY:**

Department of English  
Krishnagar Women's College  
Krishnagar, Nadia, West Bengal  
PIN: 741101

**COURSE COORDINATOR**

Sk Masikul Ahmmed  
Assistant Professor & HoD.  
Department of English

**ORGANIZING COMMITTEE  
MEMBERS**

- Dr. Suryendu Chakraborty  
Assistant Professor of English
- Arundhati Tarafdar  
SACT, Department of English

32 HOURS ADD-ON/CERTIFICATE  
COURSE IN HYBRID MODE

(19<sup>TH</sup> FEBRUARY 2024 – 4<sup>TH</sup> MARCH 2024)

**FUNCTIONAL  
GRAMMAR AND  
WRITING PROCESS**

Effective English communication, including speaking and writing, is crucial in the neo-global world of today. However, there are several physiological and physical obstacles in the way of our reaching that goal. This add-on course intends to provide undergraduate students with the systematic application of language structure and a strong command of the language necessary to appropriately generate the acquired grammatical structures. Its goal is to give the student the ability to speak and write clearly and responsibly in everyday situations.

## COURSE OBJECTIVES:

- A GOOD UNDERSTANDING OF BASIC ENGLISH STRUCTURE. SKILLS OF CONSTRUCTING CORRECT ENGLISH SENTENCES, AND ABILITY TO RECOGNIZE MISTAKES IN SENTENCES AND CORRECT THEM. OVERALL, TO CREATE POSITIVE ATTITUDE TO ENGLISH SENTENCE STRUCTURE.
- TO ENABLE STUDENTS TO EMPLOY FIGURE OF SPEECH TO USE LYRICAL, CAPTIVATING, AND COLOURFUL LANGUAGE
- TO GAIN LANGUAGE PROFICIENCY BY LEARNING TO ENGAGE WITH THE RHETORICAL FEATURES OF POETIC LANGUAGE.
- TO MAKE ENABLE THE LEARNERS TO WRITE ENGLISH IN A CLEAR AND CONCISE MANNER.
- TO PREPARE FOR EMPLOYMENT ACROSS DIVERSE SECTORS IN THE JOB MARKET, INCLUDING IN THE SERVICE AND CORPORATE SECTORS, AS ALSO ACROSS MEDIA AND THE DOMAINS OF ENGLISH LANGUAGE TEACHING AND CONTENT WRITING.
- TO ACQUAINT LEARNERS WITH THE BASIC CONCEPTS OF ENGLISH GRAMMAR AND TAKE REMEDIAL STEPS TOWARDS CORRECTING ERRORS THAT MIGHT CREEP IN WHILE LEARNING ENGLISH AS A FOREIGN LANGUAGE.

## COURSE HIGHLIGHTS

- COURSE EXECUTION IN HYBRID MODE (ONLINE & OFFLINE)
- SUITABLE FOR BOTH FIRST AND SECOND-GENERATION LEARNERS OF ENGLISH
- APPROX. 32 HOURS TO COMPLETE
- CONTINUOUS ASSESSMENT AND IMPROVEMENT TIPS
- CERTIFICATE WILL BE PROVIDED TO THOSE CANDIDATES WHO HAVE SUCCESSFULLY COMPLETED ALL THE MODULES AND HAVE APPEARED FOR COURSE-END EVALUATIO

**“Good communication is the bridge between confusion and clarity”**

Nat Turner -

# COURSE OUTLINE:

**MODULE I:** INTRODUCTION (2 Hrs. Theory)

**MODULE II:** BASIC GRAMMAR (4 Hrs. Theory & 2 Hrs. Practical)

**MODULE III:** WRITING SKILL: PARAGRAPH WRITING, ESSAY WRITING,  
REPORT WRITING, EMAIL WRITING, BLOG WRITING,  
AUTOBIOGRAPHY WRITING (4 Hrs. Theory & 2 Hrs. Practical)

**MODULE IV:** FIGURE OF SPEECHES (4 Hrs. Theory & 2 Hrs. Practical)

**MODULE V:** LISTENING SKILLS (3 Hrs. Theory & 2 Hrs. Practical)

**MODULE VI:** PROOF READING (3 Hrs. Theory & 2 Hrs. Practical)

EVALUATION: 2 Hrs.

Last Date for Registration: 15/02/2024

Registration Link: <https://forms.gle/HNDmRXCbUNLPSfiZ6>

Course Fee: Free

Class Time:

5pm to 8pm (for Online Session)

12noon to 3pm (for Offline Session)

**Special Note: Offline sessions will be held at Krishnagar Women's College. Detailed schedule to be provided after registration via Google Classroom.**