

## **HS8461 ADVANCED READING AND WRITING**

### DETAILED SYLLABUS

#### **OBJECTIVES:**

- Strengthen the reading skills of students of engineering.
- Enhance their writing skills with specific reference to technical writing.
- Develop students critical thinking skills.
- Provide more opportunities to develop their project and proposal writing skills.

#### **UNIT I**

Reading - Strategies for effective reading-Use glosses and footnotes to aid reading comprehension- Read and recognize different text types-Predicting content using photos and title Writing-Plan before writing- Develop a paragraph: topic sentence, supporting sentences, concluding sentence –Write a descriptive paragraph

#### **UNIT II**

Reading-Read for details-Use of graphic organizers to review and aid comprehension Writing State reasons and examples to support ideas in writing- Write a paragraph with reasons and examples- Write an opinion paragraph

#### **UNIT III**

Reading- Understanding pronoun reference and use of connectors in a passage- speed reading techniques-Writing- Elements of a good essay-Types of essays- descriptive-narrative-issue based-argumentative-analytical.

#### **UNIT IV**

Reading- Genre and Organization of Ideas- Writing- Email writing- visumes – Job application project writing-writing convincing proposals.

#### **UNIT V**

Reading- Critical reading and thinking- understanding how the text positions the reader-identify Writing- Statement of Purpose- letter of recommendation- Vision statement

#### **TEXT BOOKS:**

1. Gramer F. Margot and Colin S. Ward Reading and Writing (Level 3) Oxford University Press: Oxford, 2011
2. Debra Daise, CharlNorloff, and Paul Carne Reading and Writing (Level 4) Oxford University Press: Oxford, 2011

#### **REFERENCES:**

1. Davis, Jason and Rhonda Liss. Effective Academic Writing (Level 3) Oxford University Press: Oxford, 2006
2. E. Suresh Kumar and et al. Enriching Speaking and Writing Skills. Second Edition. Orient Black swan: Hyderabad, 2012

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3. Withrow, Jeans and et al. Inspired to Write. Readings and Tasks to develop writing skills. Cambridge University Press: Cambridge, 2004
4. Goatly, Andrew. Critical Reading and Writing. Routledge: United States of America, 2000
5. Petelin, Roslyn and Marsh Durham. The Professional Writing Guide: Knowing Well and Knowing Why. Business & Professional Publishing: Australia, 2004