

Certificate Course

REMEDIAL ENGLISH GRAMMAR

1. **Module Name:** Remedial English Grammar
2. **Sector:** English
3. **Entry Qualification:** Minimum 12th
4. **Terminal Competency:** The students will be able to eliminate mother tongue influences and use correct grammar
5. **Duration:** 40 hours.
6. **Course Contents:**

Theory

- 1) Articles –
 - i) Use of the definite article (The)
 - ii) Omission of the definite article
 - iii) The indefinite article (A and An)
 - iv) Omission of the indefinite article
- 2) Tenses-
 - i) Present Tense
 - ii) Past Tense
 - iii) Future Tense
- 3) The Infinitive –
 - i) Introduction
 - ii) Accusative with Infinitive – The infinitive with and without ‘to’
 - iii) Important point about the use of the infinitive
 - iv) Infinitive and Gerund
- 4) Tag Questions
 - i) Positive statement tag questions

- ii) Negative statement tag questions
 - iii) Tag questions special cases
- 5) Letter/ Application writing
- i) Personal or Social letters
 - ii) Official letters
 - iii) Business letters

Duration of the Course: Forty Hrs

Scheme of Study: Theory – 100%

Number of Times offered in a year: Once

Fees: Free

Maximum No. of Students: 15

Certificate: All successful students shall be awarded certificate