

CERTIFICATE COURSE IN ADVANCED ENGLISH GRAMMAR

Duration: Three Months

Study Hours: 60

Course Contents:

Unit-I:

- Introduction to parts of Speech
- Articles, Determiners & Quantifiers

Unit: II

- Use of Tenses
 1. Present Continuous and Present Simple
 2. Past Simple and Present perfect
 3. Past Continuous and past Simple
 4. Past perfect and Past Simple
 5. Present Perfect Continuous and Present Perfect
 6. Past perfect Continuous, past Perfect and Past Continuous
 7. Simple Future (Will and be going to)
 8. Present Simple and Present Continuous for Future
 9. Future Continuous and Future perfect (Continuous)
- Effective use of Prepositions
 1. Preposition of Position and Movement
 2. Preposition of Time
 3. Prepositions after Verbs
 4. Prepositions after Nouns
- Effective use of Conjunctions

Unit-III

- Use of Modals and Semi Modals
 1. Can, Could, Be able to, Be allowed to
 2. Will, Would and Used to
 3. May and Might
 4. Must, Should and Have (got) to
 5. Need not, Don't need to and Don't have to
- Use of Gerund and Participles

Unit-IV

- Use of Voice (Active and passive)
- Linking Verbs: Be, Appear, Seem, Become, Get etc.,
- Reporting

1. Reporting Peoples' Words and Thoughts
2. Reporting Statements: That Clause
3. Tense Choice in Reporting
4. Reporting Offers, Suggestions, Orders and Intentions
5. Model Verbs in Reporting

Learning Outcomes:

1. This Course will enable learners to produce grammatically and idiomatically correct sentences.
2. This course will help learners to heighten their awareness in using correct English grammar while speaking and writing.
3. Learners will be confident in expressing themselves by using grammatically correct sentences.
4. Learners will be able to use fairly complex grammatical structures correctly
5. This course will also help learners in qualifying various competitive examinations.

Useful Books for the Course:

1. Hewings, Martin. **Advanced English Grammar**. Cambridge University Press, 2000.
2. Geoffery Leech, Margaret Dewshar, **English Grammar Today**.
3. Thompson and Martinet. **A Practical English Grammar**, OUP, 1986.
4. Bansal R.K. & Harrison J.B. **Spoken English for India**, Orient Longman-Mumbai, 2000.
5. Z.N. Patil. **English for Practical Purpose** Macmillan Ind. Limited. 2000.



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