

**MULTIMEDIA UNIVERSITY OF KENYA**

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# FACULTY OF MEDIA AND COMMUNICATION

Semester : SEPT – DEC. 2019

Course Code : MFU 2115

Course Title : English for communication

Lecturer : Dr. Kijana

Day/Time : Mon/Wed 4:00- 7:00 P.M

Venue : Online

Contact : eaomo@yahoo.com

**Course Purpose**

The course intends to consolidate the student’s proficiency in English by giving them systematic training in the analysis of the structure of modern English.

**Learning Outcomes**

By the end of the course learners should be able to:

* Detect and correct the structural problems of an English sentence; write well coordinated and connected sentences.
* Have a firm grasp of the English verb and its various properties since it is about the most important word in a sentence.
* Help students understand and explain why certain forms are unacceptable in English usage
* Manipulate the basic written, grammatical and technical structures of contemporary English usage;
* Use grammatical concepts and meta-language forms that will prepare them for latter course

**Course Description**

Parts of Speech ; Subject verb agreementthe verbs be, have, and do, subject verb reversed, verbs with two or more subjects, verbs with pronoun subjects, separation of subjects and verbs. Tense and verb forms, Pronouns, spelling skills, Basic Phrases, punctuation, Sentences,Sentence Errors.

 **Course textbooks**

1. Robert D. (1990). *The Resourceful Writer: A Basic Writing Course.* Houghton Mifflin Company, Boston.
2. Monyara.,H. (2010). *A Simplified Grammar of English*. Hillman, Nairobi.
3. Eka, D.(ed) (1993). *Fundamental of communication in English.*
4. Iwundu, M.C., Oluikpe, B.and Ngwaba, F.E.(1980). Clarity. In

Oluikpe, B.O.A. (Ed.) *the Usse of English for Higher Education*

Onitsha, AFRICANA FEP.

**Additional Reference Material**

1. Quirk, R. and Greenbaum, S. (1980). *A University Grammar of English.*
2. Udofot, I. and Ekpenyong, S.(1980). *A Comprehensive English Course for Schools and Colleges.* Lagos: Quantum Co. Ltd

 **Methodology :** Class assignments, class exercises, discussions and lectures

**Assessment**

CATs = 30%

Examinations = 70%

**Important Educational Policies**

**Policy on Attendance and Tardiness**

Students absent or late for class are expected to explain the reason for their absence or late arrival. A regular pattern of absence and/or tardiness will be referred to the Dean for possible disciplinary action.

**Policy on Missed Continuous Assessments**

It is the responsibility of a student who misses a test, due to unavoidable reasons, to first get clearance from the Dean and then to arrange with the lecturer to make it up within one week of his/her return to the College. Failure to do so will result in a grade of zero for the test in question.

**Policy on Academic Integrity**

All students must observe academic integrity, failure to which they will be subject to disciplinary action. The most common forms are: plagiarism, fabrication, abuse of Internet sources, cheating, and academic misconduct.

**Participation**

All students are expected to participate actively in class discussions and not to be mere spectators.

**Weekly Schedule**

**Week 1: Parts of Speech**

Introduction, nouns, verbs, prepositions, pronouns, Adverbs, conjunctions and adjectives.

**Week 2: Subject verb agreement**

Introduction, the verbs be, have, and do, subject verb reversed, verbs with two or more subjects, verbs with pronoun subjects, separation of subjects and verbs.

**Week 3 & 4: Tense and verb forms**

Introduction, verb forms: the base form, present form past form, past participle, regular and irregular, infinitive form, modal verbs; perfect tense, the progressive, The passive and active voices, verb problems, tense shift, words confused with each other.

**Week 5 & 6: Using pronouns correctly**

Introduction, defining pronouns and antecedents, making pronouns and antecedents agree, using pronoun case correctly, avoiding errors to do with who/whom/that, vague pronouns, reflexive pronouns, pronoun agreement errors.

**Week 7: CAT 1(sit in) and spelling skills**

Spelling skills, plurals and nouns, verb endings, contractions and possessive pronouns, sound alike words, words often misspelled.

**Week 8: Basic Phrases**

Introduction,; noun phrases, appositive phrases, verb phase, prepositional phrase.

**Week 9: Using punctuation correctly**

Capitalization, apostrophe, the comma, the semicolon, the colon, quotation marks and underlining, the hyphen, dash and parenthesis.

**Week 10 & 11: Writing Effective Sentences**

Introduction, sentences classified by purpose: declarative sentences, clauses, independent and dependent clauses, conjunctive adverbs, sentences classified according to structure: simple, compound, complex and compound-complex.

**Week 12 & 13: CAT 2 (sit in) Preventing Sentence Errors**

Preventing fragments, noun run offs, and comma splices, avoiding adjective and adverb conjunction, modification and preventing faulty parallelism.

**Week 14: Review exercise**