



**NATIONAL BOARD FOR TECHNICAL
EDUCATION (NBTE)**

COURSE MATERIAL

FOR

**Course Code & Title: GNS 101: USE OF
ENGLISH**

Programme: NATIONAL DIPLOMA

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COURSE STUDY GUIDE

i. Course Information

Course Code: GNS 101

Course Title: Use of English

Credit Units: 2 Credit Units

Year of Study: One

Semester: First

ii. Course Introduction and Description

Use of English (GNS 101) is a course that aims to provide you with the language skills, which will enable you to cope effectively with the challenges of your courses, to use English Language effectively in the practice of their chosen profession as well as interact with others in the society.

The course is a two-credit unit course that is designed for you to take in the first semester, at the 100 level. The course is available to all of you who have registered for any ODFeL programme in Nigerian Polytechnics. It is the first part of the four-credit unit courses planned for an entire year. The second course, which is GNS 102, will be taught in the second semester. The materials in this course guide have been developed to suit the distance-learning mode.

iii. Course Prerequisites

You are required to have the following to be qualified for this course.

1. UTME score
2. Five credits in O' level certificate including English Language
3. Basic Computer Operations proficiency
4. Online interaction proficiency
5. Web 2.0 and Social media interactive skill

iv. Course Learning Resources

Adaji, E.A. and Ugwuanyi, E. N. (2012). Communication in English for Students. Kaduna: Orient Press

Mohammed, M.K. and Anumudu, K.U. (2020). A Handbook of English for Tertiary Schools. Kaduna: Sonia

Onjewu, M.A. (2020). Essential English for All Students. Kaduna: Sunjo Global

Ugwuanyi, E.N. (2016) Communication Skills in English: A Companion Guide for Students. Kaduna:

v. Course Outcome

On completion of this course, the you should be able to:

1. Discuss the nature of language,
2. Identify the basic rules of grammar,
3. Explain the qualities of paragraphs,
4. Apply the appropriate study skills,
5. Analyse literary works in English.

vi. Activities to Meet Course Objectives

The aim of this Course Material is to meet the objectives of the course. Hence, to complete the course, you are required to listen to the courseware, watch online videos and read set of books and other relevant materials that you may lay your hands on. The course is online, therefore, there is going to be a lot of online interaction in this class through the learning management system. Assignments and further activities shall be given individually as well as in groups. All assignments are compulsory and must be submitted at the times slated. Completion and timely submission of assignments will also serve as part of your assessment.

I wish you good luck.

vii. Time (To Complete Syllabus/Course)

Duration of tutoring is 13 Weeks and you shall be expected to put in a minimum of 2-hour study time weekly.

viii. Grading Criteria and Scale

Grades will be based on the following:

Individual Assignments/Test (CA 1, 2 etc.)	20%
Group Assignment	10%
Practical / Projects (GCA 1, 2 etc.)	10%
Semester Examination	60%
Total	100%

ix. Grading Scale

The unified grading system to be applied in scoring all course work, examinations, project, etc. is as stated on table below:

Marked Range	Letter Grade	Weight
Above 75	A	4.0
70 – 74	AB	3.5
65 – 69	B	3.25
60 – 64	BC	3.0
55 – 59	C	2.75
50 – 54	CD	2.5
45 – 49	D	2.25
40 – 44	E	2.0
Below 40	F	0.00

Please Contact NBTE for the Complete Courseware