

Hina Manzoor

Assistant Professor in English
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Profile Highlights

- A seasoned ELT teacher with a desire to touch the pinnacle of pedagogic expertise.
- Competent enough to equip the learners with such linguistic and academic skills which help them achieve their academic as well as career goals.
- Eager to keep herself up to date in the present era of dynamic world of ELT/TESL.
- Believes in self-motivation and tries best to motivate the students in order to enhance their academic performance.
- Aims to develop social and academic skills of students in order to groom their personalities which help them to be prolific civilians of the country.

EDUCATION

- PhD Research Fellow (Applied Linguistics) at University of Sindh, Jamshoro.
- MPhil in Applied Linguistics, University of Karachi. 2015.
- Master of Arts. English (Linguistics), University of Karachi. 1st position. 1998.

Experience

- Assistant Professor in English at NED university since March 2018
- Lecturer in English at NED university since 2000-Feb 2018
 - **Undergraduate Level:** Teach BS (Linguistics) and B.E undergraduate students. Morphology and Syntax, Functional English, Business Communication and Ethics, Academic Writing, Academic Reading and Writing.

- **Postgraduate Level:** Teach Applied Linguistics courses at MS Applied Linguistics programme.
 - **Courses Taught:** Introduction to Linguistics, Critical Discourse Analysis, Syllabus designing and Language Testing, English for Specific purposes.
- Lecturer in English at Aga Khan Higher Secondary School, 1999.
 - **Supervision**
 - Supervise MS Research Projects (ISP) in Applied Linguistics
 - Internal Examiner for MS Dissertations in Applied Linguistics

Academic Achievements

- Served as Convener of Post Graduate Diploma Committee at Humanities department.
- Developed course outlines for Teaching Academic Reading and Writing, Syllabus design and Materials Development, **Pragmatics in Language Teaching and Learning for PhD and MS courses.**
- Served as an evaluator for NASA essay competition held in 2013. Also serves as subject specialist in Essay competitions.
- Attended NGO organized international competition at NED in 2017 **SOFE as Subject Specialist and Judge.**
- Had been engaged in curriculum revision and evaluation committee of Humanities department since 2000-20015.
- Designed English Competency Course for 1st year students of NED in 2003.
- Edited several research articles/ papers, monthly Magazine of Telecommunication department, helped in developing BS programme prospectus, a collection of short stories, PhD/ MS theses and research proposals.
- Prepared BS programme Self-Assessment Report 2016
- Advisor for BS English programme 2016-2018.
- Carried out hosting of university convocations in 2001, 2002, 2004, 2005, 2007, 2009, 2011, 2013 and 2018.

Trainings/workshops/conferences

- **Member Programme Committee** for 3rd International conference for the Linguistic Association of Pakistan (ICLAP) 2017, Organized by Humanities Department, NED-UET.,
- Attended annual conferences of Society of Pakistani English Language Teachers (SPELT) in 1998, 1999, 2007, 2008 2009, 2010, 2013, 2016, 2017, 2018.

- Attended a Seminar on ‘English and Higher Education’ in 2003.
- Certificate Course on ‘Advanced Communications and Study Skills’ in 2006.
- Certificate Course on ‘Training to Teach English for Specific Purposes’ (TESP) in 2008.
- Presented a research proposal on ‘Approaches to Needs Analysis’ at Spelt conference in 2010.
- Poster presentations in 2010 and 2013 and 2016.
- Poster presentation at ICLAP 2018.
- Poster presentation at Dow University hospital in the Annual Research Fair, 2017.
- Conducted a workshop on ‘Doing a Literature Review’ in 2013 at Spelt.
- Attended a seminar as event organizer on “Pragmatics and Intercultural Competence” in 2014.
- Participated a seminar on Understanding Language Testing and Research Philosophy” in 2015.
- Conducted a training session on “Direct/ Indirect Emails” in HEC Indigenous On-Campus Training Programme at NEDUET from Feb 25 to March 3,2015.
- Also conducted Pre and Post-training assessment.
- Conducted a training session on “Writing Notices and Agendas of Meetings” in HEC Indigenous On-Campus Training Programme at NEDUET from in 2016.
- Member of organizing committee of International Seminar on “Muslim Scholars of the East” in 2016.
- Attended and moderated a colloquium for Research SIG at SPELT conference 30th Oct, 2016.
- Presented a research paper at **an International conference in Malaysia in 2016.**
- Organized a Career Counseling seminar for BS students in 2017.
- Organized a workshop on “Interviewing Skills” in 2017.

- Organized a Guest Lecture on Morphology and Syntax in Humanities Department on 14th Feb, 2018.
- Attended a 16 day webinar on Teaching English by USA.
- Attended a seminar and presented the presenter's profile "Language Variation"
- Attended a seminar on "Muslim Women of the East" in 2017.
- Presented a research paper "Investigating English Language Needs of first year Undergraduates in a Local EAP Context" at University of Sindh, Jamshoro First International Conference on Language and Literature in Nov, 2017.
- Co-presented a research paper "Presentation of Local and International Culture in Local English Textbooks for Class IX & X" at University of Sindh, Jamshoro First International Conference on Language and Literature in Nov, 2017.
 - Presented a research paper, "Teaching Oral Communication Skills to Healthcare Personnel Using Communicative Language Teaching Technique at 4th International Conference of Experiential Learning, 2019 at IoBM.
- Attended a Research Seminar on Research Methods at Humanities Department in Dec 2018.
- Participated in 2nd national research students 'conference. Nov 27, 2019.at University of Sindh. Jamshoro.
- Conducted a Workshop on "Doing Literature Review" at Sir Syed University, department of English in April, 2019.
- Organized and conducted a workshop on "Interview Skills" at Construction department in August 2019.
- Organized and conducted a workshop on "Soft Skills for Engineers" at Textile department in August 2019.
- Judge of Poster Presentation of Graduate Students' Research at Fatima Jinnah University for Women, English Department, 2019.
- Presented a Research paper "Role of Teachers in Syllabus Designing in Pakistan" at an international conference KLiCELS16 & KLiISC12., Malaysia, Dec 2020 through Zoom.
- Served as a **Session Chair** at KLiCELS16 & KLiISC12, Malaysia in Dec 2020 through Zoom.
- Attended English Language EXPO 2020 at Greenwich University on Jan 18, 2020.

- Attended two-day international conference on Social Sciences at Iqra University, Jan, 2020.

Publications

- Manzoor, H., Awan, S., Javed, S. (2016). Attitudes and Motivation Of Management Sciences' Students Towards ESP Courses In Private Universities Of Pakistan
- *Journal of Education and Social Sciences, Vol. 6, Issue 2, (February)ISSN 2289-9855*
- Manzoor, H, Majeed, A., & Munaf, M. (2020). "Genre Analysis of Civil Engineering's Research Article Introductions". *International Journal of English Linguistics; Vol. 10, No. 2; 2020. ISSN 1923-869X E-ISSN 1923-8703*
- Manzoor, H., Saeed, S., Panhwer, H. (2019). "Use of Discourse Analysis in Various Disciplines."
- *International Journal of English Linguistics; Vol. 9, No. 3; ISSN 1923-869X E-ISSN 1923-8703*
- Current Trends in ELT Syllabi of Pakistan (in the process of Publication).
- Oral Communication Skills of Nurses at a Govt Sector Medical University of Pakistan. (in the process of Publication).

Affiliations

- Member of SPELT
- Member of BALEAP (British Association of Lectures of English for Academic Purposes)
- Member of LAP (Linguistic Association of Pakistan)
- Member of ESP Practitioners of Pakistan
- Member of Board of Reviewers in several research journals(International and Local)

Research Activities

- Prepared an MPhil thesis on English Language Needs of First year Undergraduates at an Engineering university of Pakistan.
- Prepared a qualitative research report on Language needs of undergraduates at University of Karachi.
- Written a Research paper on *The Impact of Cartoon Viewing On Children's Reading Comprehension.(unpublished)*

- Carried out a research based comparison of English and Urdu Language systems (Parts of Speech).
- Prepared a research proposal on *Diglossia in Pakistan*.
- Carried out a research based critical comparison of use of **Reporting** and **Reported** Speech in Indian and Pakistani Newspapers.
- Designed Standardized Language tests on Speaking, Reading, Writing and Listening for ESL (English as a second language) students as part of MPhil course work.
- Serving as a reviewer in local and international journals.

Interests:

- To update my knowledge regarding latest English teaching methodologies.
- To explore digital libraries with an aim to keep abreast with current developments in the field of ELT (English language teaching).
- To read research journal articles in the fields of TEFL, TESL and ESP and EAP, Corpus Analysis.