



## **Department of English and Foreign Languages**

### **Scheme of Examination and Syllabus for Under Graduate Programme**

**Under Multiple Entry and Exit, Internship and  
CBCS-LOCF as per NEP-2020  
w.e.f. session 2024-25 (in phased manner)**

**Subject: English**



**Guru Jambheshwar University of Science & Technology  
Hisar-125001, Haryana**

**(A+ NAAC Accredited State Govt. University)**



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Scheme of Examination & Syllabus for affiliated Degree Colleges for UG Programme  
 According to National Education Policy-2020

**Subject: English**

SEMESTER-I								
Type of Course	Course Code	Nomenclature of Paper/Course	Credits	Contact Hours	Internal Marks	External Marks	Total Marks	Duration of Exam (Hrs.)
Discipline Specific Course	C24ENG101T/ C24MIN107T	Introduction to Short Story and Basic Grammar	4 (3L+1T)	4	30	70	100	3
Discipline Specific Course <sup>#</sup>	C24ENG102T	British Poetry and Drama 14 <sup>th</sup> C to 17 <sup>th</sup> C	4 (3L+1T)	4	30	70	100	3
Minor Course	C24MIC107T	Introduction to Short Story and Basic Grammar	2	2	15	35	50	2
Minor Course <sup>#</sup>	C24MIN107T/ C24ENG101T	Introduction to Short Story and Basic Grammar	4	4	30	70	100	3
Multidisciplinary Course	C24MDC110T	Literature and Society	3 (2L+1T)	3	25	50	75	2.5
Ability Enhancement Course	C24AEC101T	English Language and Communication Skills: Level 1	2	2	15	35	50	2
Skill Enhancement Course	C24SEC107T	Soft Skills	2	2	15	35	50	2
	C24SEC107P	Soft Skills Lab	1	2	10	15	25	2
Value Added Course	C24VAC104T	Understanding India Through Literature	2	2	15	35	50	2
	C24VAC117T	Children's Literature	2	2	15	35	50	2
SEMESTER-II								
Type of Course	Course Code	Nomenclature of Paper/Course	Credits	Contact Hours	Internal Marks	External Marks	Total Marks	Duration of Exam (Hrs)
Discipline Specific Course	C24ENG201T/ C24MIN207T	Introduction to Essay and Basic Composition	4 (3L+1T)	4	30	70	100	3
Discipline Specific Course <sup>#</sup>	C24ENG202T	Literature and Society: Exploring Social Issues	4 (3L+1T)	4	30	70	100	3
Minor Course	C24MIC207T	Introduction to Essay and Basic Composition	2	2	15	35	50	2
Minor Course <sup>#</sup>	C24MIN207T/ C24ENG201T	Introduction to Essay and Basic Composition	4	4	30	70	100	3
Multidisciplinary Course	C24MDC210T	Functional English Grammar	3 (2L+1T)	3	25	50	75	2.5
Ability Enhancement Course	C24AEC101T	English Language and Communication Skills: Level 1	2	2	15	35	50	2
Skill Enhancement Course	C24SEC207T	Public Speaking and Presentation Skills in English	2	2	15	35	50	2
	C24SEC207P	Public Speaking and Presentation Skills in English Lab	1	2	10	15	25	2
Value Added Course	C24VAC104T	Understanding India Through Literature	2	2	15	35	50	2
	C24VAC117T	Children's Literature	2	2	15	35	50	2

# For Scheme C only

**Program Outcomes**

**PO1.** At the completion of the programme, the students will gain a comprehensive understanding of literary genres such as poetry, prose, fiction and drama across different periods and regions, as well as an appreciation of the diversity and complexity of cultural expressions.

**PO2.** The students will develop an awareness of ethical issues and social responsibilities, including the ability to engage with contemporary social and cultural debates in an informed and thoughtful manner.

**PO3.** The students will exhibit strong written and oral communication skills in English, articulating ideas clearly and in grammatically accurate language in various formats, including essays, letters, emails, presentations, and discussions.

**PO4.** The students will demonstrate the ability to read, interpret, and critically analyze a wide variety of texts, considering historical, cultural, and theoretical contexts.

**English**  
**Introduction to Short Story and Basic Grammar (Semester I)**  
**Discipline Specific Course (DSC)**

**Course Code: C24ENG101T/C24MIN107T**

**60 Hrs (4 Hrs. /week)**

**Credits: 4 (3 Lectures +1 Tutorial)**

**Exam Time: 3 Hrs.**

**External Marks: 70**

**Internal Marks: 30**

**Total Marks: 100**

**Note:** The examiner will set 5 questions in all. The Q.1 will be compulsory consisting of **seven** short questions of 2 marks each, covering the entire syllabus. The Question 2 will have two parts of seven marks each based on Unit I. Q2(a) will be an internal choice question on explanation with reference to the context, and Q2(b) will consist of three questions (word limit 70-80) and the students will have to attempt any **two**. Q.3 will consist of **three** essay type questions of 7 marks each based on Unit II, and the students will have to attempt any **two**. Q.4 will be based on Unit III. It will have 16 items of one mark each covering all the topics in the Unit, and the students will be required to attempt any 14 items. Q.5 will have two parts based on the corresponding two parts of Unit IV. In part one, i.e. 5(a), there will be 9 items of one mark each, and the students will be required to attempt any seven. In part two, i.e. 5(b), there will have four literary terms, and the students will have to attempt any two of 3.5 marks each.

**Course Objectives:**

1. To make students understand and appreciate various forms of short-fiction.
2. To develop creative and critical thinking among the students.
3. To enable the students to learn and use various topics of English Grammar.
4. To refine the oral and written expression of the students.

**UNIT 1**

- |                       |                                 |
|-----------------------|---------------------------------|
| 1. Leo Tolstoy:       | “God Sees the Truth, But Waits” |
| 2. Oscar Wilde:       | “The Model Millionaire”         |
| 3. R.K. Narayan:      | “The Blind Dog”                 |
| 4. Bhisham Sahni:     | “The Boy with a Catapult”       |
| 5. Munshi Prem Chand: | “The Child”                     |
| 6. Mulk Raj Anand:    | “The Gold Watch”                |

**UNIT II**

- |                        |                          |
|------------------------|--------------------------|
| 1. Anita Desai:        | “Games at Twilight”      |
| 2. Shashi Deshpande:   | “The Beloved Charioteer” |
| 3. Saadat Hasan Manto: | “The Dog of Tithwal”     |
| 4. Agatha Christie:    | “Wasp’s Nest”            |
| 5. Zora Neale Hurston: | “Sweat”                  |
| 6. Nadine Gordimer:    | “Once upon a Time”       |

**UNIT III**

1. Tenses and Usage
2. Parts of Speech: Noun, Pronouns, Adjective, Verbs, Adverb, Conjunction, Interjection, Preposition

**UNIT IV**

1. Voice and Narration
2. Literary terms: short-story, fiction and non-fiction, plot, theme, foreshadowing, flashback, irony, wit, humour, narrator, point of view.

**Suggested Readings:**

- Abrams, M.H., and Geoffrey Galt Harpham. *A Glossary of Literary Terms*. Cengage Learning.
- F.T. Wood. *A Remedial English Grammar for Foreign Students*, Macmillan.
- Raymond Murphy. *English Grammar in Use*, OUP.
- Singh, K.K. *Practical English*, APH Publishing Corporation.
- Shahnaz, Tasneem, et al. *English and Communication Skills I*, CUP.

**Course Outcomes:**

After the successful completion of the course, the student will be able to:

- CO1 Comprehend different forms and techniques of short-fiction.  
 CO2 develop their ethical, creative and critical faculties.  
 CO3 Learn correct use of tenses, parts of speech, voice and narration.  
 CO4 Refine their oral and written communication in English.

**Mapping of CO with PO**

Outcomes	PO1	PO2	PO3	PO4
CO1	S	M	M	S
CO2	M	S	S	S
CO3	M	M	S	S
CO4	M	M	S	S

S= Strong      M=Medium      W=Weak

**English**  
**British Poetry and Drama 14<sup>th</sup> to 17<sup>th</sup> Century (Semester I)**  
**Discipline Specific Course (DSC)**

**Course Code: C24ENG102T**  
**60 Hrs (4 hrs. /week)**  
**Credits: 4 (3 Lectures +1 Tutorial)**  
**Exam Time: 3 Hrs.**

**External Marks: 70**  
**Internal Marks: 30**  
**Total Marks: 100**

**Note:** The paper-setter will set *nine* questions in all. The first question will be compulsory consisting of *seven* short questions covering the entire syllabus consisting of 2 marks each. In addition to that *eight* more questions will be set, two questions from each unit. The students shall be required to attempt *five* questions in all selecting one question from each unit in addition to compulsory Question No.1. All questions shall carry equal marks.

**Course Objectives:**

1. To understand various aspects of the genre of poetry and drama.
2. To make the students appreciate British literature of the period.
3. To give the students an in-depth knowledge of the period.

**Unit-I**

Geoffrey Chaucer: *Prologue to the Canterbury Tales* (Lines 1-269)

**Unit-II**

Christopher Marlowe: *Doctor Faustus*

**Unit-III**

William Shakespeare: *King Lear*

**Unit-IV**

William Shakespeare: Sonnets 18, 29, 116, 130

**Suggested Readings:**

- Abrams, M.H., and Geoffrey Galt Harpham. *A Glossary of Literary Terms*. Cengage Learning.
- Abrams, M. H., et al., editors. *The Norton Anthology of English Literature: The Major Authors*, Vol. 1. 9th ed., W.W. Norton & Company, 2013.
- Alexander, Michael. *A History of English Literature*. Palgrave Macmillan, 2013.
- Cousins, A. D., and Alison V. Scott, editors. *The Cambridge Companion to Thomas More*. Cambridge UP, 2011.
- Daiches, David. *A Critical History of English Literature: Volume 1: From the Beginnings to Milton*. Revised ed., Secker & Warburg, 1969.
- Lever, J. W. *The Tragedy of State: A Study of Jacobean Drama*. Methuen & Co., 1987.
- Orgel, Stephen, and A. R. Braunmuller, editors. *The Complete Pelican Shakespeare*. Penguin Books, 2002.
- Ribner, Irving. *The English History Play in the Age of Shakespeare*. Princeton UP, 1957.
- Spiller, Michael R. G. *The Development of the Sonnet: An Introduction*. Routledge, 1992.

**Course Outcomes:**

After the successful completion of the course, the student will be able to:

- CO1. The students will be introduced to great English Poets.
- CO2. The students will understand the impact of Renaissance on literature.
- CO3. The students will be acquainted with Shakespearean tragedy.
- CO4. The students will be able to refine their linguistic skills through studying literary texts.

**Mapping of CO with PO**

Outcomes	PO1	PO2	PO3	PO4
CO1	S	S	M	M
CO2	S	S	S	M
CO3	M	M	S	S
CO4	W	W	S	S

S= Strong

M=Medium

W=Weak

**English**  
**Introduction to Short Story and Basic Grammar (Semester I)**  
**Minor Course (MIC)**

**Course Code: C24MIC107T**

**30 Hrs (2 hrs. /week)**

**Credits: 2**

**Exam Time: 2 Hrs.**

**External Marks: 35**

**Internal Marks: 15**

**Total Marks: 50**

**Note:** The examiner will set 3 questions in all. The Q.1 will be compulsory consisting of **five** short questions of 3 marks each (which can be further subdivided into 2-3 parts), covering the entire syllabus. Q.2 will have **two** parts of 5 marks each based on Unit I. Q2(a) will be an internal choice question on explanation with reference to the context, and Q2(b) will consist of two essay type questions and the students will have to attempt any **one**. Q.3 will be based on Unit II. It will have 12 items of one mark each covering all the topics in the Unit. The students will be required to attempt any 10 items.

**Course Objectives:**

1. To make students understand and appreciate various forms of short-fiction.
2. To develop creative and critical thinking among the students.
3. To enable the students to learn and use various topics of English Grammar.
4. To refine the oral and written expression of the students.

**UNIT 1**

- |                       |                                 |
|-----------------------|---------------------------------|
| 1. Leo Tolstoy:       | “God Sees the Truth, But Waits” |
| 2. Oscar Wilde:       | “The Model Millionaire”         |
| 3. R.K. Narayan:      | “The Blind Dog”                 |
| 4. Bhasham Sahni:     | “The Boy with a Catapult”       |
| 5. Munshi Prem Chand: | “The Child”                     |
| 6. Mulk Raj Anand:    | “The Gold Watch”                |

**UNIT II**

1. Tenses and Usage, Narration
2. Parts of Speech: Noun, Pronouns, Adjective, Verbs, Adverb, Conjunction, Interjection, Preposition

**Suggested Readings:**

- F.T. Wood. *A Remedial English Grammar for Foreign Students*, Macmillan.
- Harphman , Geoffrey. *A Handbook of Literary Terms*, Cengage Learning.
- Raymond Murphy. *English Grammar in Use*, OUP.
- Singh, K.K. *Practical English*, APH Publishing Corporation.
- Shahnaaz, Tasneem, et al. *English and Communication Skills I*, CUP.

**Course Outcomes:**

After the successful completion of the course, the student will be able to:

- |     |  |
|-----|--|
| CO1 | Comprehend different forms and techniques of short-fiction.        |
| CO2 | Develop their ethical, creative and critical faculties.            |
| CO3 | Learn correct use of tenses, parts of speech, voice and narration. |
| CO4 | Refine their oral and written communication in English.            |

**Mapping of CO with PO**

Outcomes	PO1	PO2	PO3	PO4
CO1	S	M	M	S
CO2	M	S	S	S
CO3	M	M	S	S
CO4	M	M	S	S

S= Strong

M=Medium

W=Weak



**English**  
**Introduction to Short Story and Basic Grammar (Semester I)**  
**Minor Course (MIC)**

**Course Code: C24MIN107T**

**60 Hrs (4 hrs. /week)**

**Credits: 4 (4 lectures)**

**Exam Time: 3 Hrs.**

**External Marks: 70**

**Internal Marks: 30**

**Total Marks: 100**

**Note:** The examiner will set 5 questions in all. The Q.1 will be compulsory consisting of **seven** short questions of 2 marks each, covering the entire syllabus. The Question 2 will have two parts of seven marks each based on Unit I. Q2(a) will be an internal choice question on explanation with reference to the context, and Q2(b) will consist of three questions (word limit 70-80) and the students will have to attempt any **two**. Q.3 will consist of **three** essay type questions of 7 marks each based on Unit II, and the students will have to attempt any **two**. Q.4 will be based on Unit III. It will have 16 items of one mark each covering all the topics in the Unit, and the students will be required to attempt any 14 items. Q.5 will have two parts based on the corresponding two parts of Unit IV. In part one, i.e. 5(a), there will be 9 items of one mark each, and the students will be required to attempt any seven. In part two, i.e. 5(b), there will have four literary terms, and the students will have to attempt any two of 3.5 marks each.

**Course Objectives:**

1. To make students understand and appreciate various forms of short-fiction.
2. To develop creative and critical thinking among the students.
3. To enable the students to learn and use various topics of English Grammar.
4. To refine the oral and written expression of the students.

**UNIT 1**

- |                       |                                 |
|-----------------------|---------------------------------|
| 1. Leo Tolstoy:       | “God Sees the Truth, But Waits” |
| 2. Oscar Wilde:       | “The Model Millionaire”         |
| 3. R.K. Narayan:      | “The Blind Dog”                 |
| 4. Bhisham Sahni:     | “The Boy with a Catapult”       |
| 5. Munshi Prem Chand: | “The Child”                     |
| 6. Mulk Raj Anand:    | “The Gold Watch”                |

**UNIT II**

- |                        |                          |
|------------------------|--------------------------|
| 1. Anita Desai:        | “Games at Twilight”      |
| 2. Shashi Deshpande:   | “The Beloved Charioteer” |
| 3. Saadat Hasan Manto: | “The Dog of Tithwal”     |
| 4. Agatha Christie:    | “Wasp’s Nest”            |
| 5. Zora Neale Hurston: | “Sweat”                  |
| 6. Nadine Gordimer:    | “Once upon a Time”       |

**UNIT III**

1. Tenses and Usage
2. Parts of Speech: Noun, Pronouns, Adjective, Verbs, Adverb, Conjunction, Interjection, Preposition

**UNIT IV**

1. Voice and Narration
2. Literary terms: short-story, fiction and non-fiction, plot, theme, foreshadowing, flashback, irony, wit, humour, narrator, point of view.

**Suggested Readings:**

- Abrams, M.H., and Geoffrey Galt Harpham. *A Glossary of Literary Terms*. Cengage Learning.
- F.T. Wood. *A Remedial English Grammar for Foreign Students*, Macmillan.
- Raymond Murphy. *English Grammar in Use*, OUP.
- Singh, K.K. *Practical English*, APH Publishing Corporation.
- Shahnaaz, Tasneem, et al. *English and Communication Skills I*, CUP.

**Course Outcomes:**

After the successful completion of the course, the student will be able to:

- CO1 Comprehend different forms and techniques of short-fiction.  
 CO2 develop their ethical, creative and critical faculties.  
 CO3 Learn correct use of tenses, parts of speech, voice and narration.  
 CO4 Refine their oral and written communication in English.

**Mapping of CO with PO**

Outcomes	PO1	PO2	PO3	PO4
CO1	S	M	M	S
CO2	M	S	S	S
CO3	M	M	S	S
CO4	M	M	S	S

S= Strong

M=Medium

W=Weak

**English**  
**Literature and Society (Semester I)**  
**Multidisciplinary Course (MDC)**

**Course Code: C24MDC110T**  
**45 Hrs (3 hrs. /week)**  
**Credits: 3 (2 lectures +1 tutorial)**  
**Exam Time: 2.5 Hrs.**

**External Marks: 50**  
**Internal Marks: 25**  
**Total Marks: 75**

**Note:** The paper-setter will set **seven** questions in all. The first question will be compulsory consisting of **five** short questions covering the entire syllabus consisting of 2.5 marks each. In addition to those six more questions will be set, **two** questions from each unit. The students shall be required to attempt four questions (each question may be subdivided into 2-3 parts) in all selecting one question from each unit in addition to the compulsory Question No.1. All questions shall carry equal marks i.e., 12.5 marks.

**Course Objectives:**

1. To update and create the interests of first-year students in socio-cultural issues through reading of literary texts.
2. To engage students with issues of caste, class, gender, race and their impact on human life.
3. To help students to appreciate the ways in which his or her situation is comparable to experiences of other communities.

**Unit I Caste/Race**

1. Omprakash Valmiki: "Joothan"
2. Hira Bansode: "Bosom Friend"
3. Langston Hughes: "Harlem"

**Unit II Gender**

1. Virginia Woolf: "Shakespeare's Sister"
2. Eunice De Souza: "Marriages are Made"
3. Ambai: "Yellow Fish"

**Unit III Globalization**

1. Chitra B. Divakaruni: "Indian Movie, New Jersey"
2. Naomi Klein: "The Brand Expands"
3. Imtiaz Dharker: "At the Lahore Karhai"

**Course Contents (Text):** *The Individual and Society: Essays, Stories and Poems*, Pearson

**Suggested Readings:**

- Bayly, Susan. *Caste, Society and Politics in India from Eighteenth Century to the Modern Age*, Cambridge.
- Bheemaiah, J. *Dalits and Social Marginalization*, Aavishkar Publishers.
- Ghurye, G.S. *Caste and Race in India*, K. Paul, Trench, Trubner & Co.
- Holmes, M. *What is Gender?* Sage Publications.
- Kenny, Kevin. *Diaspora: A Very Short Introduction*, Oxford University Press.
- Micheael, S. Kimmel. *Culture and the Making of Identity in Contemporary India*. The Gendered Society: Reader, OUP.
- Micheael, S. Kimmel. *The Gendered Society: Reader*, OUP.

**Course Outcomes:**

After the successful completion of the course, the student will be able to:

- CO1 Understand social issues such as caste, race, gender and globalization through reading different literary texts.
- CO2 Develop their critical thinking and reflective attitude towards matters of social concern.
- CO3 Improve their language skills.

**Mapping of CO with PO**

Outcomes	PO1	PO2	PO3	PO4
CO1	S	S	W	M
CO2	M	S	M	S
CO3	M	M	S	S

S= Strong

M=Medium

W=Weak

**English**  
**English Language and Communication Skills: Level 1 (Semester I/II)**  
**Ability Enhancement Course (AEC)**

**Course Code: C24AEC101T**

**30 Hrs. (2 hrs. /week)**

**Credits: 2**

**Exam Time: 2 Hrs.**

**External Marks: 35**

**Internal Marks: 15**

**Total Marks: 50**

**Note:** The examiner will set 3 questions in all. The Q.1 will be compulsory consisting of **five** short questions of 3 marks each (which can be further subdivided into 2-3 parts), covering the entire syllabus. Q.2 will have **two** parts of 5 marks each (each part with an internal choice) based on Unit I. Q.3 will also have two parts of 5 marks each based on Unit II. Q.3(a) will be an internal choice question of 5 marks based on Unit II (1), and Q.3(b) will have 7 items of one mark each from Unit II (2), and the students will have to attempt any five.

**Course Objectives:**

1. The students will learn various types of verbal and non-verbal communication.
2. They will understand the importance of interpersonal communication on workplaces and different ways of behaviour and communication.
3. To enable the students to effectively communicate their ideas and perspectives in various real-life situations.

**UNIT I**

1. Theory and Types of Communication, Verbal and Non-Verbal Communication Workplace and Interpersonal Communication.
2. Introducing Oneself, Introducing Others, Making Requests, Offering Help, Congratulating, Making Enquiries and Seeking Permission.

**UNIT II**

1. Importance of Listening Skills and their types, Barriers to Effective Listening and how to overcome them, note-taking, Techniques to capture the main ideas
2. Parts of Speech

**Suggested Readings:**

- Balasubramian, T. *A Textbook of Phonetics for Indian Students*, Macmillan.
- Hancock, Mark. *English Pronunciation in Use*, Elementary/Intermediates, CUP.
- Hargie, Owen. *The Handbook of Communication Skills*. Routledge, 2006.
- Inthira, S.R. and V. Saraswathi. *Enrich Your English*, Oxford UP.
- Kumar, Sanjay & Pushp Lata. *Communication Skills*, OUP 2023.
- Mishra, Veerendra. *English Language Skills: A Practical Approach*, et al., CUP.
- Sen, Sanghita. *Communication and Language Skills*, et al, CUP.
- Singh, K.K. *Practical English*, APH Publishing Corporation.
- Shahnaaz, Tasneem, et al. *English and Communication Skills I*, CUP.

**Course Outcomes:**

By the end of the course students will be able to:

- CO1 Understand the nuances of correct pronunciation and grammar.
- CO2 Refine their LSRW Skills in English and gain better fluency.
- CO3 Enhance their communication in English and gain confidence.

**Mapping of CO with PO**

Outcomes	PO1	PO2	PO3	PO4
CO1	M	W	S	S
CO2	M	M	S	S
CO3	M	M	S	S

S= Strong

M=Medium

W=Weak

**English**  
**Soft Skills (Semester I)**  
**Skill Enhancement Course (SEC)**

**Course Code: C24SEC107T**

**30 Hrs (2 hrs. /week)**

**Credits: 2 (Lectures)**

**Exam Time: 2 Hrs.**

**External Marks: 35**

**Internal Marks: 15**

**Total Marks: 50**

**Note:** The examiner is required to set five questions in all. The first question will be compulsory consisting of **five** short questions covering the entire syllabus consisting of 3 marks each. In addition to this, four more questions (each question may be of 2 parts) will be set consisting of two questions from each unit. The student/candidate is required to attempt two questions selecting one question from each unit consisting of 10 marks each in addition to compulsory Question No. 1.

**Course Objectives:**

1. To develop students' soft skills along with personality.
2. To develop professional, social and academic skills to harness hidden strength, capability and knowledge to equip them in real work environment.
3. To understand the importance and type of communication in personal and professional environment.

**UNIT-I**

1. Introduction to Soft Skills and its types, Critical Thinking skills
2. Communication Skills, Verbal and Non-Verbal Communication, Voice Modulation
3. Situational Conversations, Public Speech, Group Discussion, Mock Interview
4. Presentation Skills, Pitch and Tempo for Effective Presentation

**UNIT-II**

1. Time Management Skills, Goal Setting
2. Emotional Intelligence, Positive Attitude and Confidence Building Techniques
3. Anger & Stress Management, Problem-Solving Skills
4. Team work and collaboration Skills, 5C's of Teamwork Skills, Leadership Skills

**Soft Skills Lab (Semester 1)**

**Course Code: C24SEC107P**

**30 Hrs. (2 hrs. /week)**

**Credits: 1 (Practical)**

**Exam Time: 2 Hrs.**

**External Marks: 15**

**Internal Marks: 10**

**Total Marks: 25**

**Note:** The internal evaluation of the student will be based on the students' performance in the graded classroom activities designed by the teacher during the practical sessions on the basis of the prescribed syllabus. The teacher may conduct at least 2-3 graded activities from the following: short presentation, extempore speech, GD, mock-interview, etc. The external evaluation will be done on the basis of viva-voce.

**UNIT-I**

1. Introduction to Soft Skills and its types, Critical Thinking skills
2. Communication Skills, Verbal and Non-Verbal Communication, Voice Modulation
3. Situational Conversations, Public Speech, Group Discussion, Mock Interview
4. Presentation Skills, Pitch and Tempo for Effective Presentation
5. Time Management Skills, Goal Setting
6. Emotional Intelligence, Positive Attitude and Confidence Building Techniques
7. Anger & Stress Management, Problem-Solving Skills
8. Teamwork and collaboration Skills, 5C's of Teamwork Skills, Leadership Skills

**The Teacher will design and conduct practical activities based on the given syllabus.**

**Suggested Readings:**

- Chauhan Gajendra, and Sangeeta Sharma. *Soft Skills: An Integrated Approach to Maximise Personality*, Wiley India.
- Hargie, Owen. *The Handbook of Communication Skills*. Routledge,2006.
- Jain V.K., and Biyani Omprakash. *Business Communication*, S.Chand.
- Knapp, Mark L., et al. *Nonverbal Communication in Human Interaction*.Cengage Learning, 2013.
- Mitra, K Barun. *Personality Development and Soft Skills*,Oxford Press.
- Rao, M.S. *Soft Skills –Enhancing Employability*, Wiley India.
- Sherfield. *Cornerstone Developing Soft Skills*, Pearson India.

**Course Outcomes:**

After the successful completion of the course, the student will be able to:

- CO1 Understand various aspects of Soft Skills.
- CO2 Improve presentation skills and public speaking skills.
- CO3 Develop leadership, team building, decision making and stress management techniques.
- CO4 Learn the basics of professional correspondence.

**Mapping of CO with PO**

Outcomes	PO1	PO2	PO3	PO4
CO1	M	M	S	S
CO2	M	M	S	S
CO3	M	M	S	S
CO4	M	M	S	S

S= Strong

M=Medium

W=Weak

**English**  
**Understanding India Through Literature (Semester I/II)**  
**Value Added Course (VAC)**

**Course Code: C24VAC104T**

**30 Hrs. (2 hrs./week)**

**Credits: 2 (Lectures)**

**Exam Time: 2 Hrs.**

**External Marks: 35**

**Internal Marks: 15**

**Total Marks: 50**

**Note:** The examiner is required to set five questions in all. The first question will be compulsory consisting of **five** short questions covering the entire syllabus consisting of 3 marks each. In addition to this, four more questions (each question may be of 2 parts) will be set consisting of two questions from each unit. The student/candidate is required to attempt three questions in all selecting one question from each unit consisting of 10 marks each in addition to compulsory Question No. 1.

**Course Objectives:**

1. To acquaint students to India and its kaleidoscopic patterns through reading of literary texts.
2. To offer better and closer picture of the diversity and plurality that defines India.

**UNIT I**

1. Ananda Coomaraswamy, *The Dance of Shiva*, Munshiram Manoharlal Publishers (pp. 83-95).
2. Raja Rao, *The Meaning of India*, Vision Books, (pp.11-18)
3. Jawaharlal Nehru, "Bharat Mata" (Chapter 3) from *Discovery of India*, Oxford.

**UNIT II**

1. A.K. Ramanujan, *Folktales from India*, Penguin (pp. 93-110 and pp. 124-127).
2. Amartya Sen, *The Argumentative Indian: Writings on Indian Culture, History and Identity*, Penguin (pp. 317-333).
3. Arundhati Subramaniam (editor), *Eating God: A Book of Bhakti Poetry*, Penguin, (pp. 78-85).

**Suggested Readings:**

- M.K. Gandhi, *Hind Swaraj* Navajivan Publishing House ([https://www.mkgandhi.org/ebks/hind\\_swaraj.pdf](https://www.mkgandhi.org/ebks/hind_swaraj.pdf)). 1 2
- Jawahar Lal Nehru, *Discovery of India*, Oxford.
- Amartya Sen, *The Argumentative Indian: Writings on Indian Culture, History and Identity*, Penguin.
- M. Rajagopalachary and K. Damodar Rao (Eds), *Bhakti Movement and Literature: Re-Forming Tradition*, Rawat Publications.
- Paul Smith, *Bhakti Poetry of India: An Anthology* Createspace Publications.

**Course Outcomes:**

By the end of the course students will:

CO1 Gain awareness of India's rich cultural heritage and legacy through literature.

CO2 Be able to understand impact of culture on human experiences.

CO3 Reinforce sensitivity towards various aspects of Indian ethos.

**Mapping of CO with PO**

Outcomes	PO1	PO2	PO3	PO4
CO1	S	S	M	S
CO2	S	S	M	S
CO3	S	S	W	M

S= Strong

M=Medium

W=Weak



**English**  
**Children's Literature (Semester I/II)**  
**Value Added Course (VAC)**

**Course Code: C24VAC117T**

**30 Hours (2hrs./week)**

**Credits: 2**

**Exam: 2 hours**

**External Marks: 35**

**Internal Marks: 15**

**Total Marks: 50**

**Note:** The examiner is required to set five questions in all. The first question will be compulsory consisting of **five** short questions covering the entire syllabus consisting of 3 marks each. In addition to this, four more questions (each question may be of 2 parts) will be set consisting of two questions from each unit. The student/candidate is required to attempt three questions in all selecting one question from each unit consisting of 10 marks each in addition to compulsory Question No. 1.

**Course Objectives:**

1. To provide a broad introduction to the vibrant and growing field of children's literature studies
2. To develop a vocabulary essential for the analysis of the texts ranging from folklore and mythology to contemporary realistic fiction, fantasy fiction and nonfiction.

**UNIT-I:**

**The Written Tales:**

*Haroun and the Sea of Stories* by Salman Rushdie, Granta, 1991.

**UNIT-II:**

**Tales from the Oral Tradition:**

1. "Bharunda Birds" (Book II), "The Three Fishes" (Book 1)  
*Tales from the Panchatantra* by Visnu Sarma, Penguin Books, 1993
2. "The Eagle with Clipped Wings and the Fox" (6) "The Fox and the Billy Goat" (33)  
*Aesop's Fables*, Penguin Classics.
3. "Bopoluchi" (7), "The Clay Mother-in-Law" (35)  
*Folktales from India*, edited by A.K. Ramanujan, Penguin Classics
4. "The Tree Witness" (20), "A Suitable Punishment" (107)  
*Tales of Akbar and Birbal*, Puffin Books, Penguin.

**Suggested Readings:**

- Desai, Rakesh. *Narrating the Child: Indian Context*.
- Hunt, Peter. *Understanding Children's Literature*, Routledge
- Nikolayev, Maria. *Aspects and Issues in the History of Children's Literature*, Greenwood Press.
- Pai, Anant. *Brave Women of India*, Amar Chitra Katha
- Rudd, David. *The Routledge Companion to Children's Literature*.
- Tatar, Maria. *The Classic Fairy Tales. New York and London*, W.W. Norton and Company
- Wolf, S. A. *Interpreting Literature with Children*, Routledge

**Course Outcome:**

After the successful completion of the course, the student will be able to:

CO1 Equip with the empathy, understanding, and critical thinking skills required for a happy successful life.

CO2 Critically examine the world around them and this prepares them to face the challenges in the society.

CO3 Learn about their own cultural identities and how to engage in personal and critical responses to literature.

**Mapping of CO with PO**

Outcomes	PO1	PO2	PO3	PO4
CO1	M	S	M	S
CO2	M	S	S	S
CO3	S	S	M	S

S= Strong

M=Medium

W=Weak

**English**  
**Introduction to Essay and Basic Composition (Semester)**  
**Discipline Specific Course (DSC)**

**Course Code: C24ENG201T/C24MIN207T**

**60 Hrs. (4 hrs. /week)**

**Credits: 4 (3 lectures +1 tutorial)**

**Exam Time: 3 Hrs.**

**External Marks: 70**

**Internal Marks: 30**

**Total Marks: 100**

**Note:** The examiner will set 5 questions in all. The Q.1 will be compulsory consisting of **seven** short questions of 2 marks each, covering the entire syllabus. Q.2 will have **two** parts of 7 marks each based on Unit I. Q2(a) will be an internal choice question on explanation with reference to the context, and Q2(b) will consist of three questions (word limit 70-80) and the students will have to attempt any **two**. Q.3 will consist of **three** essay type questions of 7 marks each based on Unit II, and the students will have to attempt any **two**. Q. 4 will have two parts of 7 marks each based on Unit III. Q.5 will have two parts based on the corresponding two parts of Unit IV. In part one, i.e. 5(a), there will be 9 items of one mark each, and the students will be required to attempt any seven. In part two, i.e. 5(b), there will be four literary terms, and the students will have to attempt any two of 3.5 marks each.

**Course Objectives:**

The Course aims-

1. To make students understand and appreciate various forms of prose.
2. To help the students learn and use various topics of composition.
3. To enable them to comprehend and appreciate various literary terms.

**Unit-I**

1. Francis Bacon: "Of Studies"
2. Charles Lamb: "Dream Children: A Reverie"
3. E. M. Forster: "Tolerance"
4. Louis Fischer: "Gandhi and the Western World"
5. Nirad C. Chaudhuri: "Public Transport in London and Delhi"

**Unit-II**

1. Joseph Addison: "Female Orators"
2. R.K. Narayan: "My Educational Outlook"
3. C. V. Raman: "Water: The Elixir of Life"
4. A.P.J. Abdul Kalam: "Great Books Born out of Great Minds"
5. S. Radhakrishnan: "The Gandhian Outlook"

**Unit-III**

1. Application Writing and Letter Writing (Formal and Informal Letters)
2. E-mail Writing, Resume Writing
3. Developing a story based on specific prompt or idea

**Unit-IV**

1. **Grammar-** Non-Finite verbs and Clauses
2. **Literary Terms-** Analogy, Allusion, Ambiguity, Caricature, Conflict, Dramatic Irony, Foreshadowing, Motif, Paradox, Point of View

**Suggested Books:**

- Abrams, M.H., and Geoffrey Galt Harpham. *A Glossary of Literary Terms*. 12<sup>th</sup> ed., Cengage Learning.
- Wolfreys, Julian, edited. *The English Literature Companion*, Palgrave Macmillan, 2011.
- Wren, P.C., and H. Martin. *High School English Grammar and Composition*. S. Chand & CoLtd, 2019.

**Course Outcomes:**

After the successful completion of the course-

CO1 The students will be able to comprehend various literary terms and their usage.

CO2 They will be able to enrich their knowledge of different prose styles.

CO3 They will be able to write paragraphs, essays, letters, and précis.

CO4 They will be able to refine their reading and writing skill in English.

**Mapping of CO with PO**

<b>Outcomes</b>	<b>PO1</b>	<b>PO2</b>	<b>PO3</b>	<b>PO4</b>
<b>CO1</b>	S	M	M	S
<b>CO2</b>	S	M	S	S
<b>CO3</b>	M	M	S	S
<b>CO4</b>	M	M	S	S

S= Strong

M=Medium

W=Weak

**English**  
**Literature and Society: Exploring Social Issues (Semester II)**  
**Discipline Specific Course (DSC)**

**Course Code: C24ENG202T**

**60 Hrs (4 hrs. /week)**

**Credits: 4 (3 lectures +1 tutorial)**

**Exam Time: 3 Hrs.**

**External Marks: 70**

**Internal Marks: 30**

**Total Marks: 100**

**Note:** The paper-setter will set *nine* questions in all. The first question will be compulsory consisting of *seven* short questions covering the entire syllabus consisting of 2 marks each. In addition to that *eight* more questions will be set, two questions from each unit. The students shall be required to attempt *five* questions in all selecting one question from each unit in addition to compulsory Question No.1. All questions shall carry equal marks.

**Course Objectives:**

1. Students will learn to examine how literature addresses social issues like race, gender, and class.
2. They will understand the historical and cultural backgrounds of literary works.
3. Students will improve their critical thinking by analyzing texts and discussing ideas.
4. They will explore different perspectives and voices in literature about social issues.

**Contents of the Course:**

**Unit-I: Literature and Social Inequality**

- **Charles Dickens:** *Great Expectations*

**Unit-II: Gender and Identity in Literature**

- **Virginia Woolf:** *A Room of One's Own*

**Unit-III: Literature and Political Contexts**

- **Arthur Miller:** *Death of a Salesman*

**Unit-IV: Literature and Cultural Perspectives**

- **Langston Hughes:** "I, Too", "The Weary Blues", "Harlem", "Mother to Son"  
 "The Negro Speaks of Rivers", "A Dream Deferred"

**Suggested Readings:**

- Abrams, M.H., and Geoffrey Galt Harpham. *A Glossary of Literary Terms*. Cengage Learning.
- Bigsby, C. W. E. *Arthur Miller: A Critical Study*. Cambridge University Press, 1982.
- Barrett, Michele, editor. *A Room of One's Own*. Harcourt Brace Jovanovich, 1989.
- Dickens, Charles. *Great Expectations*. Edited by David Parker, Penguin Classics, 2003.
- Forster, John. *The Life of Charles Dickens*. 2 vols., Chapman & Hall, 1872-1874.
- Hughes, Langston. *The Collected Poems of Langston Hughes*. Edited by Arnold Rampersad, Vintage Books, 1994.
- Miller, Arthur. *Death of a Salesman*. Edited by Harold Bloom, Chelsea House Publishers, 2000.
- Rampersad, Arnold. *Langston Hughes*. Oxford University Press, 1986.
- Showalter, Elaine. *A Literature of Their Own: British Women Novelists from Brontë to Lessing*. Princeton University Press, 1977.
- Woolf, Virginia. *A Room of One's Own*. Edited by Michele Barrett, Harcourt Brace Jovanovich, 1989.

**Course Outcomes:**

After the successful completion of the course, the student will be able to:

CO1. The students will learn various types of social inequality as depicted in literature.

CO2. They will learn various types of gender inequality as depicted in literature.

CO3. They will be able to understand the cultural and political context of literature.

CO4. They will develop their critical thinking and creative expression.

**Mapping of CO with PO**

Outcomes	PO1	PO2	PO3	PO4
CO1	S	S	M	M
CO2	S	S	S	M
CO3	M	M	S	S
CO4	W	W	S	S

S= Strong

M=Medium

W=Weak

**English**  
**Introduction to Essay and Basic Composition (Semester II)**  
**Minor Course (MIC)**

**Course Code: C24MIC207T**

**30 Hrs. (2 hrs. /week)**

**Credits: 2 (2 lectures)**

**Exam Time: 2 Hrs.**

**External Marks: 35**

**Internal Marks: 15**

**Total Marks: 50**

**Note:** The examiner will set 3 questions in all. The Q.1 will be compulsory consisting of **five** short questions of 3 marks each (which can be further subdivided into 2-3 parts), covering the entire syllabus. Q.2 will have **two** parts of 5 marks each based on Unit I. Q2(a) will be an internal choice question on explanation with reference to the context, and Q2(b) will consist of two essay type questions and the students will have to attempt any **one**. Q.3 will have two parts of 5 marks each based on Unit II. Part one, i.e. 3(a) will be an internal choice question based on the Unit II (1) and Unit II (2) and part two, i.e. 3(b), will have 7 items of one mark each based on Unit II (3), and the students will be required to attempt any five.

**Course Objectives:**

1. To make students understand and appreciate various forms of prose.
2. To help the students learn and use various topics of composition.
3. To enable them to comprehend and appreciate various literary terms.

**Unit-I**

- |                        |  |
|------------------------|--|
| 1. Francis Bacon:      | “Of Studies”                           |
| 2. Charles Lamb:       | “Dream Children: A Reverie”            |
| 3. Louis Fischer:      | “Gandhi and the Western World”         |
| 4. Nirad C. Chaudhuri: | “Public Transport in London and Delhi” |
| 5. C. V. Raman:        | “Water: The Elixir of Life”            |

**Unit-II**

1. Application Writing and Letter Writing (Formal and Informal Letters)
2. E-mail Writing, Resume Writing
3. Grammar- Non-Finite verbs and Clauses

**Suggested Readings:**

- Abrams, M.H., and Geoffrey Galt Harpham. *A Glossary of Literary Terms*. 12<sup>th</sup> ed., Cengage Learning.
- Harphman, Geoffrey. *A Handbook of Literary Terms*, Cengage Learning.
- Wolfreys, Julian, edited. *The English Literature Companion*, Palgrave Macmillan, 2011.
- Wren, P.C., and H. Martin. *High School English Grammar and Composition*. S. Chand & CoLtd, 2019.

**Course Outcomes:**

After the successful completion of the course-

- |     |   |
|-----|---|
| CO1 | The students will be able to comprehend various literary terms and their usage. |
| CO2 | They will be able to enrich their knowledge of different prose styles.          |
| CO3 | They will be able to write paragraphs, essays, letters, and précis.             |
| CO4 | They will be able to refine their reading and writing skill in English.         |

**Mapping of CO with PO**

Outcomes	PO1	PO2	PO3	PO4
CO1	S	M	M	S
CO2	S	M	S	S
CO3	M	M	S	S
CO4	M	M	S	S

S= Strong

M=Medium

W=Weak

**English**  
**Introduction to Essay and Basic Composition (Semester II)**  
**Minor Course (MIN)**

**Course Code: C24MIN207T**

**60 Hrs. (4 hrs. /week)**

**Credits: 4 (L)**

**Exam Time: 3 Hrs.**

**External Marks: 70**

**Internal Marks: 30**

**Total Marks: 100**

**Note:** The examiner will set 5 questions in all. The Q.1 will be compulsory consisting of **seven** short questions of 2 marks each, covering the entire syllabus. Q.2 will have **two** parts of 7 marks each based on Unit I. Q2(a) will be an internal choice question on explanation with reference to the context, and Q2(b) will consist of three questions (word limit 70-80) and the students will have to attempt any **two**. Q.3 will consist of **three** essay type questions of 7 marks each based on Unit II, and the students will have to attempt any **two**. Q. 4 will have two parts of 7 marks each based on Unit III. Q.5 will have two parts based on the corresponding two parts of Unit IV. In part one, i.e. 5(a), there will be 9 items of one mark each, and the students will be required to attempt any seven. In part two, i.e. 5(b), there will be four literary terms, and the students will have to attempt any two of 3.5 marks each.

**Course Objectives:**

The Course aims-

1. To make students understand and appreciate various forms of prose.
2. To help the students learn and use various topics of composition.
3. To enable them to comprehend and appreciate various literary terms.

**Unit-I**

- |    |                     |  |
|----|---------------------|--|
| 1. | Francis Bacon:      | “Of Studies”                           |
| 2. | Charles Lamb:       | “Dream Children: A Reverie”            |
| 3. | E. M. Forster:      | “Tolerance”                            |
| 4. | Louis Fischer:      | “Gandhi and the Western World”         |
| 5. | Nirad C. Chaudhuri: | “Public Transport in London and Delhi” |

**Unit-II**

- |    |                     |                                       |
|----|---------------------|---------------------------------------|
| 1. | Joseph Addison:     | “Female Orators”                      |
| 2. | R.K. Narayan:       | “My Educational Outlook”              |
| 3. | C. V. Raman:        | “Water: The Elixir of Life”           |
| 4. | A.P.J. Abdul Kalam: | “Great Books Born out of Great Minds” |
| 5. | S. Radhakrishnan:   | “The Gandhian Outlook”                |

**Unit-III**

1. Application Writing and Letter Writing (Formal and Informal Letters)
2. E-mail Writing, Resume Writing
3. Developing a story based on specific prompt or idea

**Unit-IV**

1. **Grammar-** Non-Finite verbs and Clauses
2. **Literary Terms-** Analogy, Allusion, Ambiguity, Caricature, Conflict, Dramatic Irony, Foreshadowing, Motif, Paradox, Point of View

**Suggested Books:**

- Abrams, M.H., and Geoffrey Galt Harpham. *A Glossary of Literary Terms*. 12<sup>th</sup> ed., Cengage Learning.
- Wolfreys, Julian, edited. *The English Literature Companion*, Palgrave Macmillan, 2011.
- Wren, P.C., and H. Martin. *High School English Grammar and Composition*. S. Chand & CoLtd, 2019.

**Course Outcomes:**

After the successful completion of the course-

CO1 The students will be able to comprehend various literary terms and their usage.

CO2 They will be able to enrich their knowledge of different prose styles.

CO3 They will be able to write paragraphs, essays, letters, and précis.

CO4 They will be able to refine their reading and writing skill in English.

**Mapping of CO with PO**

<b>Outcomes</b>	<b>PO1</b>	<b>PO2</b>	<b>PO3</b>	<b>PO4</b>
<b>CO1</b>	S	M	M	S
<b>CO2</b>	S	M	S	S
<b>CO3</b>	M	M	S	S
<b>CO4</b>	M	M	S	S

S= Strong

M=Medium

W=Weak



**English**  
**Functional English Grammar (Semester II)**  
**Multidisciplinary Course**

**Course Code: C24MDC210T**

**45 Hrs (3 hrs. /week)**

**Credits: 3 (2 lectures +1 tutorial)**

**Exam Time: 2.5 Hrs.**

**External Marks: 50**

**Internal Marks: 25**

**Total Marks: 75**

**Note:** The paper-setter will set **four** questions in all. Q.1 will be compulsory consisting of *seven* short questions covering the entire syllabus consisting of 2 marks each. Q2 will be based on Unit I consisting of 15 items of one mark each and the students will have to attempt any 12. Q3 will be based on Unit II consisting of 15 items of one mark each and the students will have to attempt any 12. Q4 will have two parts of six marks each based on Unit III. Part one i.e. Q4 (a) will consist of 8 items (based on transcription) of one mark each and the students will have to attempt any 6, and Part two i.e. Q4 (b) will be a conceptual question with an internal choice.

**Course Objectives:**

The Course aims-

1. To provide theoretical and conceptual understanding of the elements of grammar
2. To introduce corrective measures to eliminate grammatical errors in speaking and writing
3. To enhance learner' ability of communicating accurately and fluently

**Unit I**

Parts of Speech, Tenses, Modals, Determiners, Subject-verb concord, Spotting grammatical errors in sentences, Sentence structure, Gap filling.

**Unit II**

Active and Passive Voice, Narration, Non-Finite Verbs, Clauses,

**Unit III**

Classification of Speech sounds: vowels – monophthongs, diphthongs, consonants, and transcription of words.

**Suggested Readings:**

- Inthira, S.R. and Saraswathi, V. *Enrich Your English*, Oxford University Press.
- Sen, Sanghita. *Communication and Language Skills*, et al, Cambridge University Press.
- Shahnaaz, Tasneem, Savitha, C. and Rao, Cheryl. *English and Communication Skills I*, Cambridge University Press.
- Sinha, R.P. *Current English Grammar and Usage with Composition*, Oxford.
- Swan Michael and Walter Catherine. *Oxford English Grammar Course*, Oxford.
- Yule, George. *The Study of Language*. 7th ed., Cambridge University Press, 2020.

**Course Outcomes**

After the successful completion of course, the students will be able to-

- CO1 Understand the nuances of grammar enabling them to enhance their competency in language  
 CO2 Comprehend the relationship between forms and functions of grammatical categories  
 CO3 Attain the communicative competence essential in various social, academic and employment situations

**Mapping of CO with PO**

Outcomes	PO1	PO2	PO3	PO4
CO1	M	M	S	S
CO2	M	M	S	S
CO3	M	S	S	S

S= Strong

M=Medium

W=Weak

**English**  
**Public Speaking and Presentation Skill in English (Semester II)**  
**Skills Enhancement Course (SEC)**

**Course Code: C24SEC207T**  
**30 Hours (2 hrs./week)**  
**Credits: 2 (L)**  
**Exam: 2 hours**

**External Marks: 35**  
**Internal Marks: 15**  
**Total Marks: 50**

**Note:** The examiner is required to set five questions in all. The first question will be compulsory consisting of **five** short questions covering the entire syllabus consisting of 3 marks each. In addition to this, four more questions (each question may be of 2 parts) will be set consisting of two questions from each unit. The student/candidate is required to attempt two questions selecting one question from each unit consisting of 10 marks each in addition to compulsory Question No. 1.

**Course Objectives:**

1. To develop the ability to organise and structure a speech in a clear and effective manner.
2. To sharpen their delivery scheme and improve listening and responding skills including the ability to handle questions and feedback.

**Unit -I**

**Fundamentals of Public Speaking**

1. Differences between Speech and Writing
2. Essential of Oral communication: Verbal and Non-verbal Components
3. Stress, Intonation, Voice Modulation and Vocabulary
4. Personal, Social and Business Communication
5. Debate, Elocution, TED talks and Poem Recitation

**Unit -II**

**Interpersonal Communication**

1. Greeting, leave applications, Making and Granting/ Refusing requests queries and Giving information.
2. Rules of interruption in civil discourses.
3. Complaints and Apologies, Alerts and Warning
4. Dialogue, Group Discussion, Interview next
5. Anchoring, Public address, Narrating events

**Public Speaking and Presentation Skill in English Lab (Semester II)**

**Course Code: C24SEC207P**  
**30 Hours (2 hrs./week)**  
**Credits: 1 (Practical)**

**External Marks: 15**  
**Internal Marks: 10**  
**Total Marks: 25**

**Note:** The internal evaluation of the student will be based on the students' performance in the classroom activities designed by the teacher during the practical sessions on the basis of the prescribed syllabus. The teacher will conduct at least 2-3 graded activities from the following: short presentation, debate, elocution, role play, short public speech, etc. The external evaluation will be done on the basis of viva-voce.

**Course Objectives:**

1. To develop the ability to organise and structure a speech in a clear and effective manner.
2. To sharpen their delivery scheme and improve listening and responding skills including the ability to handle questions and feedback.

**Unit -I:**

1. Differences between Speech and Writing
2. Essential of Oral communication: Verbal and Non-verbal Components
3. Stress, Intonation, Voice Modulation and Vocabulary

4. Personal, Social and Business Communication
5. Debate, Elocution, TED talks and Poem Recitation
6. Greeting, leave applications, Making and Granting/ Refusing requests queries and Giving information.
7. Rules of interruption in civil discourses.
8. Complaints and Apologies, Alerts and Warning
9. Dialogue, Group Discussion, Interview next
10. Anchoring, Public address, Narrating events

**The Teacher will design and conduct practical activities based on the given syllabus.**

**Suggested Readings:**

- Allen, W. S. *Living English Speech*, Orient Longman, London, 1968.
- Balasubramanian, T. A. *Text Book English Phonetics for Indian Students*, Macmillan India Ltd., Madras, 1981.
- Bansal, R. K. and. *Spoken English: A Manual of Speech & Phonetics*, Hyderabad: OBS, 2013.
- Davidson, Jeff. *The Complete Guide to Public Speaking*, Breathing Space Institute, 2003.
- Goleman, Daniel. *Working with Emotional Intelligence*, London: Banton Books, 1998.
- R. Bansal, K. and Harrison, J.B. *Spoken English for India*, Longman, Madras 1972.

**Course Outcome:**

After the successful completion of the course, the student will be able to:

- CO1 Increase the clarity of the presentation to quicken audience engagement.  
 CO2 Learn to prepare and deliver effective presentations every time.  
 CO3 Increase confidence, presence and enjoyment of public speaking.

**Mapping of CO with PO**

Outcomes	PO1	PO2	PO3	PO4
CO1	M	S	S	S
CO2	M	S	S	S
CO3	M	S	S	S

S= Strong

M=Medium

W=Weak