

Sri Sathya Sai College for Women, Bhopal

(An Autonomous College affiliated to Barkatullah University, Bhopal)

(NAAC Accredited 'A' Grade)



SYLLABUS

UG

SESSION- 2023-24

CLASS: UG III YEAR

(B.Sc./B.A./BCA/B.Com.)

SUBJECT: F.C.I (Part-B)

Paper I–English Language & Communication Skills

Sri Sathya Sai College for Women, Bhopal

(An Autonomous College Affiliated to Barkatullah University Bhopal)

Department of Higher Education, Govt. of M.P.

Under Graduate Syllabus (Annual Pattern)

As recommended by Central Board of Studies and approved by the Governor of M. P.

w.e.f. – 2023-2024

(Session 2023-24)

(NEP-2020)

Class	:	UG III year (B.A/B.Sc./B.Com./BCA)
Subject /Course type	:	Foundation Course-I
Title of paper	:	English Language and Communication Skills
Paper	:	I (Part B)
Max. marks	:	50 (Regular students)
Min. marks	:	17
Credit value	:	02

Course Learning Outcomes: Through this course the students will be able to:

- Prepare for various competitive exams by developing their competence in English language.
- Promote their comprehension and communicative skills by being exposed to a variety of texts and their interpretations.
- Build and enhance their language competence through regular practice.
- Develop their knowledge of English Grammar and usages in a practical manner.
- Compete in national and state level examination for various competitions after the completion of the course.
- Seek a good job and to settle down in self-employment or their own business or profession.

	Contents	No. of lectures – 30
Unit - I	Reading Writing and Interpretation Skills (Text –Based) 1. The Express –Stephen Spender. 2. The World is Too Much with Us-William Wordsworth 3. My Financial Career –Stephen Leacock 4. Running for Governor- Mark Twain	
		No. of lectures – 10
Unit – II	Essay writing – Topical essays: Terrorism, Covid – 19 Pandemic India and the Modern World, The Role of Women in the New Era, The Global World.	
		No. of lectures – 10
Unit- III	(a) Communication Skills: Words often Confused, Misused Idiomatic Expressions and Proverbs etc. (b) Essential Conversations: Introducing Yourself, Introducing Other Persons, Meeting Someone First Time, At the Airport, Ordering Food in a Restaurant, Talking about a Movie, etc. (c) Filing an F.I.R., Writing a Resume, E-mail Writing, Blog Writing on a given topic.	
	Key Words: Manifesto, Self-Possession, Streamline, Rage, Meteors, Fierce, Perjury, Intent, Campaign, Malicious, English Communication, Competence, Soft Skills, Practical Knowledge, Resume, CV, Blog Writer and E-mails.	
		No. of lectures – 10

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6/19/23

By
6/19/23

Julius
S. S. Chasme
6/19/23

Scheme of Marks:

Assessment and Evaluation: Time 2 hrs.	
Max. Marks: 50 ;	Min. Marks: 17
External Assessment (Yearly Exam Theory)	50 multiple choice/objective/true or false type questions to be asked. Each question carries 01 mark each

Learning Resources

I. Suggested Readings:

1. Essential English Grammar – Raymond Murphy, Cambridge University Press.
2. Practical English Grammar Exercises 1-A.J. Thomson & A.V. Marinet, Oxford India.
3. Practical English Usage – Michael Swan, Oxford.
4. English Grammar in Use – Raymond Murphy, Cambridge University Press.
5. Essays for UPSC Exams New Delhi.
6. A Practical Course in Spoken English – J.K. Gangal, PHI, New Delhi Publications.
7. Speak and Write Effectively – PDF material on the web- NET
8. www.englishclub.com
9. www.esifast.com
10. Swayam Portal.

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