# THIRUVALLUVAR UNIVERSITY

**BACHELOR OF ARTS**  
**B.A. ENGLISH**  
**DEGREE COURSE**  
**CBCS PATTERN**  
(With effect from 2017-2018)

## SEMESTER-I

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**End-Semester Examination – 75 Marks**

1. **Question Paper Pattern A**

   **Section A** – Annotations – 100 words – 4 questions out of 6 (4x5 = 20)

   **Section B** – Short Answers - 150 words - either/or pattern (5x5 = 25)

   **Section C** – Essays - 500 words - 3 questions out of 6 (3x10 = 30)

   Semester I Paper 1; Semester II Paper 3,4; Semester III Paper 5,6; Semester IV Paper 7; Semester V Paper 9; Semester VI Paper 13, 14

2. **Question Paper Pattern B**

   **Section A** – Short Questions 30 words –10 questions out of 12 (10x2 = 20)

   **Section B** – Short Answers 150 words - either/or pattern (5x5 = 25)

   **Section C** – Essays 500 words - 3 questions out of 6 (3x10 = 30)

   Semester I Paper 2, Allied 1 Paper 1; Semester II Allied 1 Paper 2

   Semester III Allied 2 Paper 3, Skill based Paper 1, Non-major Elective Paper 1

   Semester IV Paper 8, Allied 2 Paper 4, Skill based Paper 2, Non-major Elective Paper 2

   Semester V Paper 10, 11, 12, Elective Paper 1, Skill based Paper 3

   Semester VI Paper 15, Elective Papers 2 &.3, Skill based Paper 4
SEMESTER-I
Paper -1 - INDIAN WRITING IN ENGLISH

UNIT I: POETRY

1. Sarojini Naidu: Love and Death
2. Jayanta Mahapatra: Evening Landscape by the River
3. Rabindranath Tagore: Lyric No. LXXIII (from Gitanjali)
4. Toru Dutt: Our Casuarina Tree

References:

UNIT II: PROSE

1. Jawaharlal Nehru: A Tryst with Destiny
2. Rabindranath Tagore: Realization of the Infinite
3. Shashi Tharoor: Ajanta and Ellora in the Monsoon

References:

UNIT III: SHORT STORIES

1. Ruskin Bond: The Eyes Have it
2. Anita Desai: A Devoted Son

UNIT IV: DRAMA

1. Girish Karnad: The Fire and the Rain

References:

UNIT V: FICTION

1. R.K. Narayan: The Bachelor of Arts
SEMESTER I

PAPER – 2 - ADVANCED ENGLISH GRAMMAR

UNIT I
Introduction to Modern English grammar
Sentences – various types of sentence – simple – compound – complex –
Basic sentence patterns in English - constituents of sentences – subject – verb -
object - complement - adverbials.

UNIT II
Clauses - main and subordinate clauses - noun clauses - relative clauses -
adverbial clauses - finite and non-finite clauses - analysis and conversion of
sentences – Active to Passive and vice versa – Direct to Indirect and vice versa –
Degrees of Comparison, one form to the other.

UNIT III
Phrases - various types of phrases - noun, verb, adjectival and prepositional
phrases.
Words - parts of speech – nouns – pronouns – adjectives - verbs - adverbs –
prepositions – conjunctions - determinatives.

UNIT IV
Nouns - different types - count and uncount – collective - mass - case - number –
gender.
   Pronoun - different types - personal, reflexive - infinite-emphatic – reciprocal.
Adjectives - predicative - attributive - pre- and post-modification of nouns.
Verbs - tense-aspect - voice -mood - Concord - types of verbs – transitive –
intransitive finite – non-infinite.
Helping verbs and modal auxiliaries - function and use.

UNIT V
Adverbs - different types - various functions - modifying and connective.
Prepositions - different types - syntactic occurrences - prepositional phrases -
adverbial function.
Conjunctions - subordinating and coordinating Determinatives articles -
possessives – quantifiers
Same words used as different parts of speech – Words followed by appropriate
prepositions.
Books for Study and Reference:
A Remedial English Grammar for Foreign Students. Publisher: Macmillan. Author: F T Wood
SEMESTER I
ALLIED - 1 - PAPER - 1 - LITERARY FORMS AND TERMS

UNIT I: PROSE
1. The Essay
2. The Short Story
3. Biography
4. Autobiography

UNIT II: POETRY
1. The Lyric
2. The Sonnet
3. The Elegy
4. The Epic
5. The Ode
6. The Ballad

UNIT III: DRAMA
1. Comedy
2. Tragedy & Tragic Comedy
3. One-act play
4. Mystery and Miracle Play
5. The Absurd Drama
6. Monologue

UNIT IV: NOVEL
1. Historical Novel
2. Psychological Novel
3. Stream of consciousness Novel
4. Realistic Novel
5. Science Fiction

UNIT V: LITERARY TERMS
Poetry: Simile, Metaphor, Allusion, Rhyme, Oxymoron, Blank-Verse, Symbolism
Drama: Soliloquy, Climax and Anti-climax, Unity of Time, Place and Action
Prose: Allegory, Didacticism, Fable, Satire, Irony

Books for Study and Reference:

Objectives:

- To enable the learners to appreciate the versatility and knowledge of the Elizabethan age.

- To enable the students to understand the history and the growth of English Literature.

UNIT I: POETRY (Detailed Study)

Geoffrey Chaucer: The Prologue to Canterbury Tales:

Whan that april with his shoures soote….And eek in what array that they were inne; (1-41 lines)

Edmund Spenser: Sonnet 75: One Day I Wrote Her Name upon the Strand

UNIT II: PROSE (Detailed Study)

Francis Bacon: of Adversity, of Beauty, of Honour and Reputation

UNIT III: DRAMA (Detailed Study)

Christopher Marlowe: Dr. Faustus

UNIT IV: POETRY (Non-Detailed Study)

John Donne: The Good Morrow

George Herbert: The Pulley

UNIT V: DRAMA (Non-Detailed Study)

Ben Jonson: Every Man in His Humour
Books for Study and Reference:


Marlowe, Christopher. *The Tragical History of Doctor Faustus*. Ed Roma Gill, New Delhi, Bloomsbury Methuen Drama. 2015


Web Resources

Literary Texts – Prose, Poetry and Fiction:
http://www.library.utoronto.ca/utel/works.html
UNIT I- POETRY (Detailed)
Whitman : One’s Self I Sing
E.A. Poe : To Helen
Emily Dickinson : I taste a liquor never Brewed

UNIT II- POETRY (Non- Detailed)
Carl Sandburg : Happiness
Robert Frost : Mending Wall
Ezra Pound : The Rest

UNIT III- PROSE (Detailed)
Emerson : The American Scholar

UNIT IV- DRAMA (Detailed)
Eugene O’Neil : The Hairy Ape

UNIT V- FICTION (Non- Detailed)
Herman Melville : Moby Dick (The Whale)

Books for Study and Reference:
SEMESTER II
ALLIED - 1 - PAPER - 2 – THE SOCIAL HISTORY OF ENGLAND

UNIT I
1. Tudor England (1485 to 1603)
2. The Renaissance
3. The Reformation and the Counter Reformation

UNIT II
1. Puritanism
2. Restoration England (1660 to 1688): Social Life
3. The Age of Queen Anne (1702 to 1714)
4. The Industrial Revolution and the Agrarian Revolution

UNIT III
2. The Victorian Age (1837 to 1901)
3. The Reform Bills

UNIT IV
1. The Dawn of Twentieth Century
2. Life Between the Two World wars (1919 to 1939)
3. The effects of World War II and the Cold War
4. Life in the Sixties.

UNIT V
1. Life in the Seventies
2. Life in the Eighties
3. The Origin and Growth of Political Parties in England

Prescribed text

Objectives:

- To expose the students to the Neo-classical tradition in literature
- To enable them to explore the remarkable changes in literary forms
- To train them to comprehend the trends in the literary expression of the period

UNIT I: POETRY (Detailed Study)

John Milton: Paradise Lost Book IV: (Lines 131-287)

So on he fares, and to the border comes…Of living creatures, new to sight and strange

Thomas Gray: Elegy Written in a Country Churchyard

William Blake: The Tyger

UNIT II:

Prose (Detailed Study)

Samuel Johnson: Preface to Shakespeare: His histories, being neither tragedies nor comedies… are to copy nature and instruct life (extract)

Drama (Detailed Study)

Oliver Goldsmith: She Stoops to Conquer

UNIT III: POETRY (Non-Detailed Study)

Andrew Marwell: On a Drop of Dew

John Dryden: A Song for St. Cecilia’s Day

UNIT IV: PROSE (Non-Detailed Study)

Joseph Addison: 1. Popular Superstitions
                2. Will wimble Selections from ‘The Spectator’
UNIT V: FICTION (Non-Detailed Study)

Jonathan Swift: Gulliver’s Travels

Books for Study and Reference:


Web Resources

Literary Texts – Prose, Poetry and Fiction:
<http://www.library.utoronto.ca/utel/works.html>
SEMESTER III

PAPER –6 – AMERICAN LITERATURE-II

UNIT I-POETRY (Detailed)

E.E.Cummings : Among Crumbling People
Wallace Stevens : Anecdote of a Jar
Sylvia Plath : Mirror

UNIT II- POETRY (Non-Detailed)

William Carlos Williams : The Yachts
Hart Crane : from The Bridge: To Brooklyn Bridge
John Crowe Ransom : Bells For John Whiteside’s Daughter

UNIT III- PROSE

Robert Frost : The Figure a Poem Makes

UNIT IV- DRAMA (Detailed)

Tennessee Williams : The Glass Menagerie

UNIT V- FICTION (Non-Detailed)

Ernest Hemingway : The Snows of Kilimanjaro

Books for Study and Reference:


UNIT I:
The Age of Chaucer - Chapters II & III

UNIT II:
The Development of Drama - Chapters IV & V

UNIT III:
The Age of Shakespeare - Chapters VI, VII & VIII

UNIT IV:
The Age of Milton - Chapters IX & X

UNIT V:
The Age of Dryden - Chapters XI & XII

Prescribed Book: W.H. Hudson: An Outline History of English Literature
Reference: History of English Literature Author: Edward Albert
SEMESTER III

SKILL BASED SUBJECT - PAPER 1 - SKILL FOR EMPLOYMENT I

UNIT - I
Oral Communication Skills Listening & Hearing, Barriers to Everyday Listening

UNIT - II
Workplace Listening, Documentation

UNIT - III
Written Communication skills

UNIT - IV
Reading, Barriers, Reading Strategies

UNIT - V
Ability to Read & follow instructions, giving and Receiving Instructions, Directions, Language of Instructions Transcoding Information graphic Communication, Charts, Tables & Transcoding

Books for Study and Reference:

Communication and soft skills: SP Dhanavel. Orient Blackswan

English & Soft skills: SP Dhanavel. Orient black swan.2010

Essential English : E. Suresh kumar P.Sreehari J. Savithri.2010


English for Competitive examinations: Manamohan Bhatnagar.
UNIT - I
1. Meeting people
2. Exchanging greetings
3. Introducing, others, giving personal information, taking about people animals and places

UNIT - II
1. Answering telephone, asking for someone
2. Making enquiries on the phone
3. Dealing with wrong number
4. Taking and leaving messages

Books for Study and Reference:
Mastering communication skills and soft skills
N.Krishnaswamy, Manju Dariwal, Lalitha Krishnaswamy(Bloomsbury)
Objectives:

- To understand the roots of Romantic Literature.
- To familiarize the students with the outstanding writers of the period.

UNIT I: POETRY (Detailed Study)

William Wordsworth: I Wander Lonely as a Cloud
S. T. Coleridge: Time, Real and Imaginary
John Keats: Ode to Autumn
Percy Bysshe Shelly: Ode to a Skylark

UNIT II: PROSE

Charles Lamb: Poor Relations
William Hazlitt: On going a Journey

UNIT III: POETRY (Non-Detailed)

Lord Byron: She Walks in Beauty
Robert Burns: A Red Red Rose

UNIT IV: FICTION

Jane Austen: Pride and Prejudice

UNIT V: FICTION

Walter Scott: Ivanhoe
Books for Study and Reference:


Web Resources

Literary Texts – Prose, Poetry and Fiction:
<http://www.library.utoronto.ca/utel/works.html>
SEMESTER IV

PAPER 8 - THE HISTORY OF ENGLISH LANGUAGE

UNIT I

Origin of English Language

General Characteristics of the Origin of English language

Indo European family

UNIT II

Shakespeare’s Contribution to the Growth of English Language.

Milton’s Contribution to the Growth of English Language

UNIT III

The Pronunciation, Spelling & Vocabulary Development

Role of Dictionary in the Marking of English language

Change of Meaning

UNIT IV

Growth of English Vocabulary loan words in Latin, French, Greece and Indian

The Contribution of foreign Languages to English

UNIT V

Differences between British English and American English

The Evolution of Standard English

Prescribed Text:

Outline History of English Language C.L.Wren. Macmillian J.D.O’ Connor.

Better English in pronunciation (second edition) .Cambridge
Reference:


AC.Baugh. History of English Language

Lalitha Ramamoorthy : A History of English Language & Elements of Phonetics, Macmillan.


SEMESTER IV
ALLIED 2- PAPER 4 – HISTORY OF ENGLISH LITERATURE II

UNIT 1:
The Age of Pope - Chapters XIII & XIV

UNIT II:
The Age of Johnson - Chapters XV - XVII

UNIT III:
The Age of Wordsworth - Chapters XVIII - XXI

UNIT IV:
The Age of Tennyson - Chapters XXII & XXIV

UNIT V:
The Age of Hardy & the Present Age - Chapters XXV & XXVII

Prescribed Book: W.H. Hudson: An Outline History of English Literature

Reference: Edward Albert: History of English Literature
UNIT -I
Interpersonal Communication

UNIT -II
Information collection - telephone conversation
Encoding & Decoding strategies

UNIT -III
Communication with Employees - Supervisors and customers
Employment Communication goal setting, Written, Spelling & Grammar

UNIT -IV
Job Application and Interview, covering letter, Resume, Interview, Frequently asked Questions
Model Interview

UNIT -V
Polite Behavior in Communication
The Importance of being courteous – Politeness - Body Language - facial language - Eye contact

Books for Study and Reference:
UNIT I
1. Getting people’s attention and interrupting
2. Giving instructions and seeking clarification
3. Making requests, Asking for direction and giving directions

UNIT II
1. Inviting, Accepting and refusing invitation
2. Apologising and responding to an apology
3. Congratulating and responding to congratulations
4. Asking for, Giving and refusing permission

Objectives

- To enable students to analyse literary works through careful study of the Victorian Age.
- To integrate critical sources effectively into their analysis of literature.

Unit I: Poetry (Detailed Study)
- Alfred Lord Tennyson: The Lady of Shalott – Part I
- Robert Browning: Memorabilia
- Dante Gabriel Rossetti: The Blessed Damozel

Unit II: Poetry (Non-Detailed Study)
- Alfred Lord Tennyson: Ulysses
- Gerard Manley Hopkins: God’s Grandeur
- Christina Rossetti: Remember

Unit III: Prose (Detailed Study)
- John Henry Newman: The Idea of a University - If I were asked to describe as briefly and popularly as I could,... how the “gentlemanlike” can otherwise be maintained; and maintained in this way it is. (extract)

Unit IV: Drama
(Detailed study)
- Oscar Wilde: Lady Windermere’s Fan

(Non-Detailed study)
- George Bernard Shaw: Arms and the Man
Unit V : Fiction (Non-Detailed study)

Thomas Hardy : Far from the Madding Crowd
Charles Dickens : Oliver Twist

Books for Study and Reference


Wilde, Oscar. The Importance of being Earnest and Other Plays. United States: OPU, 2008. Print


Web Resources

Literary Texts – Prose, Poetry and Fiction:
<http://www.library.utoronto.ca/utel/works.html>
SEMESTER V
PAPER 10 - LANGUAGE AND LINGUISTICS

UNIT I
The Origins of Language
The Development of Writing
Introduction to sounds
Words Stress, Strong & weak forms
Sentences stress & intonation, Voice Modulation

UNIT II
The properties of Language
Morphology
Communication process barriers to Communication
Group talk

UNIT III
Phrases and sentence: grammar syntax
Grammar

UNIT IV
Semantics: Language & Mechanics
Non- Verbal Presentation skills public speaking & presentation skills

UNIT V
Language Varieties
Language, Society and Culture
Preparing for Interview

Books for Study and Reference:
George Yule: The Study of Language . Cambridge University Press. 1996
John Lyons: Language and linguistics: An Introduction. (Cambridge)
Spring Board to success: Sharada Kaushik Bindu Bajwa. Orient black swan.2011
SEMESTER V

PAPER 11 - INTRODUCTION TO LITERARY CRITICISM

UNIT I

1. PLATO

Age and Works – View of Art – Attack on Poetry – The Function of Poetry – Comments on Drama – Observations on Style

2. ARISTOTLE


UNIT II

1. SIR PHILIP SIDNEY

The Writer and his Work - The ‘Argument’ of his Book – Respect for Rules

2. BEN JONSON

The Critic and his Work – Classicism – The Qualifications of a Poet – Observations on Style

UNIT III

1. JOHN DRYDEN


2. ALEXANDER POPE

Critical Work – Classicism – On the Function of Criticism – Remarks on Literature

UNIT IV

1. W. WORDSWORTH

The occasion and Limitations of his Critical Work – concept of poetic diction - Concept of Poetry

2. S. T. COLERIDGE

The Nature of his Critical Work – Theory of Imagination
UNIT V:

1. MATTHEW ARNOLD
   Critical Works – Criticism on Poetry – On Criticism

2. T. S. ELIOT
   Classicism – True Criticism – Impersonality of Poetry – Other Concepts

**Prescribed Book:**


**Books for study and Reference**
S.Ramaswami V.S.Sethuraman .The English Critical Tradition. An Anthology of English Literary Criticism (Volume I&II)
SEMESTER V

PAPER -12- INDIAN LITERATURE IN TRANSLATION

UNIT I: INTRODUCTION TO TRANSLATION

1. Survey of the History, Growth and role of Translation in India
2. Key concepts in Translation

From Wordworlds: Translation and Communication

UNIT II: POETRY

1. Subramania Bharati : Wind,9 (113)
2. Chemmanam Chacko : Rice (148-149)
3. Jyoti Lanjewar : I Never Saw You (171-175)
4. Gaddar : It Will Not Stop
5. Sahir Ludhianvi : Let’s Weave a Dream

UNIT III: PROSE

2. A.K.Ramanujan : Telling Tales: Tales have Relatives all over the word Pg 456-462
3. P.Sivakami : Land: Woman’s Breath and Speech
4. Durga Khote : Memories of the Marathi Stage (1910 -26)

I had inherited...taking its course Pg 42 - 47

UNIT IV: DRAMA

Girish Karnad : Tughlaq

UNIT V: FICTION

Shanmugasundaram : Nagammaal
SHORT STORIES

1. R.Chudamani : Does Anyone Care?
2. Prabanchan : Brahma Vriksha
3. Satyam Sankarmanchi : The Flood
4. B.M. Zuhara : Literacy
5. Afrose Sayeeda : Destination Spring

Prescribed Text:

Wordscapes: Indian Literature in Translation, Oxford University Press
SEMESTER V
ELECTIVE PAPER 1 –
JOURNALISM & MASS COMMUNICATION

UNIT-I MASS COMMUNICATION-ORIGIN AND DEVELOPMENT

1. Need for Communication.
2. Types of Communication.
3. Elements of Communication.
5. 7-C’s of Communication.

UNIT-II JOURNALISM

1. What is Journalism?
2. History of Journalism
3. The Role of the Press
4. Functions of the Press
5. Journalism as a Career
6. Qualification of a Successful Journalist

UNIT-III PRINT MEDIA

1. What is News?
2. Collecting the Fact
3. Reporting the News
4. Editing the News
5. How to write Headlines
6. The News Editor
7. The Sub-Editor

UNIT-IV REPORT WRITING

1. The Reporter
2. The Chief Reporter and other Correspondents
3. The News Editor
4. Feature Writing
5. Writing for the Magazines
6. The Freelance Journalist
UNIT-V ELECTRONIC MEDIA

1. Radio
2. Television
3. The Internet
4. Writing for Radio and Television

Prescribed Texts

SEMESTER V

ELECTIVE PAPER 1
TECHNIQUES OF TRANSLATION

Unit I
PERSPECTIVES ON TRANSLATION:

Definition of Translation
Equivalence: semantic and stylistic
Rules: description and prescription

Unit II
DEFINITION OF A TRANSLATOR:
Memory, meaning and language
The communication process
The translation process

Unit III
TRANSLATION THEORY:
Theories, models and analogies
Requirements for a theory of Translation
Methodology; Investigating translation

Unit IV
TRANSLATING: MODELLING THE PROCESS
The Translator: Knowledge and Skills
Ideal: Bilingual competence – Expertise - Communicative competence

Unit V
TRANSLATING: THE MODEL
components and processes – Analysis – synthesis
Using the process to translate
Analysis: reading the source language text
Preparation to Translate
Synthesis: writing the target translation text

Prescribed text:
Unit I
Greeting
Introducing
Inviting someone
Making requests
Seeking permission
Persuading

Unit II
Compliments/Congratulating
Expressing sympathy
Complaining
Apologising
Starting a conversation with a stranger
Ending a conversation

Unit III
Asking for Information
Asking someone to say something again
Checking that you have understood
Asking if someone is able to do something

Unit IV
At the Doctor’s
At the bank
Railway enquiry
Looking for Accommodation
In a Government office
At the Greengrocer’s

Unit V
Invitation to a party
Talking about a vacation
Seeking admission in a school
Asking about a course
Selling a Product
Getting a book published
An Interview

Prescribed Texts:
Spoken English For You Level 1, Radhakrishna Pillai G, K Rajeevan. Emerald Publishers, Chennai
Spoken English For You Level 2, Radhakrishna Pillai G, Emerald Publishers, Chennai
Objectives:

- To enable the students to read the plays in the light of the critical approaches that has emerged prominent.
- The students will be enabled to review the traditional concepts of genre such as the Tragedy and the Romantic comedy etc.

UNIT I (Detailed Study) : Macbeth

UNIT II (Detailed Study) : As You Like It

UNIT III (Non-detailed Study) : The Tempest

UNIT IV SHAKESPEARE CRITICISM I (Non-detailed Study)
Thomas Dequincey : On the Knocking at the gate in Macbeth


William Hazlitt : Character of Shakespeare’s Plays
1. Macbeth
2. As You Like It
3. The Tempest

UNIT V SHAKESPEARE CRITICISM II (Non-detailed Study)
Nevill Coghill : The Basis Of Shakespearian Comedy
Part-III: As Shakespeare matured in comedy…
the first modification of Vincent’s formula for
comedy

W.H. Auden : Music in Shakespeare Part VII: Ariel’s songs in The
Tempest…a place where silence shall be all.

Books for Study and Reference


Objectives:

- To give the students knowledge of the literary accomplishments and an exposure to twentieth century writers.
- To familiarize them with the writers of the modern era.

UNIT I: POETRY (Detailed Study)

W. B. Yeats : The Lake Isle of Innisfree
Philip Larkin : Church Going
Wilfred Owen : Insensibility

UNIT II: PROSE (Detailed Study)

George Orwell : Why I Write
D.H. Lawrence : Why the Novel Matters

UNIT III: DRAMA (Detailed Study)

T.S. Eliot : Murder in the Cathedral

UNIT IV: POETRY (Non-Detailed Study)

Dylan Thomas : Fern Hill
W. H. Davis : Leisure

UNIT V

DRAMA

J.M. Synge : Riders to the Sea

FICTION

E. M. Foster : A Passage to India
Virginia Woolf : To the Lighthouse
Books for Study and Reference


Web Resources

Literary Texts – Prose, Poetry and Fiction:
<http://www.library.utoronto.ca/utel/works.html>

George Orwell – Why I write – Text:
<http://orwell.ru/library/essays/wiw/english/e_wiw>
SEMESTER VI

PAPER -15 -NEW LITERATURES IN ENGLISH

UNIT I: POETRY

Derek Walcott : A far Cry from Africa
Pablo Neruda : Tonight I can write…
Margaret Atwood : Journey to the Interior

UNIT II: DRAMA

Wole Soyinka : The Lion and the Jewel

UNIT III: SHORT STORIES

Gabriel Garcia Marquez : The Handsomest Drowned Man in the World
Nadine Gordimer : Once Upon a Time
Katherine Mansfield : Miss Brill
Isabel Allende : And of Clay re We Created

UNIT IV: PROSE

Ngugi Wa Thiong’o : On the Abolition of the English Department
Thomas B. Macaulay : Minute on Indian Education

UNIT V: FICTION

Chinua Achebe : Things Fall Apart

Books for Study and Reference

Texts and their worlds II.ed., K Naryan chandran. Foundation Books.,Chennai,2005


SEMESTER VI

ELECTIVE PAPER 2 -

TECHNOLOGY MEDIATED ENGLISH

Unit 1:
1. World Wide Web & Email: WWW FAQ’S : Email, Internet
2. Searching the Internet & Search FAQ’s
3. The Internet as Resource Bank and classroom tool
4. E.Mail Projects and Discussion Lists

Unit 2:
1. Introduction to NET (I)
2. Introduction to NET (II)

Unit 3:
1. Strange news
2. Making news
3. Eco-tourism

Unit 4:
1. Writing Projects
2. Online groups
3. Blogs and Wikis
4. Email projects and discussion lists

Unit 5:
1. A good book
2. Puzzle maker
3. web quest
4. Professional development online

Prescribed Text
SEMMETER VI
ELECTIVE - PAPER 2
BUSINESS ENGLISH

UNIT I
1. Introduction to Business Communication
2. Communication in Organizations

UNIT II
1. Non- Verbal Communication
2. Effective Listening

UNIT III
1. Making presentations
2. Audio - Visual Aids
3. E-Mail Communication

UNIT IV
1. Resumes and cover letters
2. Preparing an Effective cv
3. Group Discussions
4. Interview Techniques

UNIT V
1. Memos, Reports, Proposals
2. Note taking, Note making
3. Inter cultural communication

Books for Study and Reference
N. Krishnaswamy, Manju Dariwal, Lalitha Krishnaswamy.

Sanghita Sen, Alankrita Mahendra, Priyadarshi Patnaik.
Communication & language skills. Cambridge University Press India.2015
SEMESTER VI

ELECTIVE PAPER - 3 COPY EDITING AND PROOF READING

UNIT I: INTRODUCTION TO COPY EDITING
1. What is copy editing?
2. Type Scripts: Hard copy, Electronic and Camera ready
3. Type Scripts corrected by the author
4. Copy editing on Screen

UNIT II: PREPARING THE TEXT FOR THE TYPE SETTER
1. Various legal aspects
2. A well organized and consistent book
3. Copy right permissions and acknowledgements

UNIT III: ILLUSTRATIONS AND PROOFS
1. How to read proofs
2. How to make corrections
3. Colour coding corrections
4. The author’s corrected proof
5. After passing proofs for Press

UNIT IV: HOUSE STYLE
1. House Style and Preliminary Pages
2. Cross – references
3. Date and Time
4. Spelling and Punctuation
5. Title page
6. Contents List
7. List of Illustrations

UNIT V: OTHER PARTS OF A BOOK AND LITERARY MATERIAL
1. Running Heads
2. Page numbers
3. Headings
4. Footnotes and Endnotes
5. Tables
6. Appendixes
7. Glossaries

Prescribed Text:
SEMESTER VI
ELECTIVE PAPER -3
EFFECTIVE COMMUNICATION

UNIT I- JUST A MINUTE
Planning a speech- Beginning a speech- Transitions- Closing statements- Body language- Voice modulation- Practising a speech- Effective Communication

UNIT II- WRITING SKILLS
Features of good writing – Gathering ideas – Purposes of writing – Writing for a specific audience – Organising ideas – Writing an introduction

UNIT III- CRITICAL THINKING SKILLS
Developing support ideas- Writing a conclusion – Using linkers – Choosing the right words – Common errors in writing – Editing and proofreading

UNIT IV- GROUP DISCUSSION
Group discussion as a tool for selection- Skills for group discussion- Leadership and problem solving skills- Types of group discussions- Group dynamics- Roles and functions: beginning, presenting, elaborating- Roles and functions: agreeing/disagreeing and summarising- Etiquette, body language and time management- group discussion activities

UNIT V- CRITICAL THINKING SKILLS
Reasoning- Analysis- Making an argument- Evaluating an argument- Evaluating alternative points of view- Synthesising and making connection- Interpreting information- Thinking about experiences- Problem solving- Thinking out of the box.

Prescribed Book
SEMESTER VI
SKILL BASED SUBJECT - PAPER 4
ENGLISH LANGUAGE TEACHING

UNIT I
Problems & prospects for the teacher of English.
What is involved in teaching English?

UNIT II
The content of the teaching of English
Strategies of techniques for the teacher
Planning the lesson
Methods & Techniques for Teaching
English in large classes- prose

UNIT III
Teaching reading skills: poetry

UNIT IV
Teaching of grammar & Composition
Examinations in English

UNIT V
Non- Verbal Presentation skills
Public speaking & presentation skills
Preparing for Interview

Books for Study and Reference
2. Spring Board to success: Sharada Kaushik Bindu Bajwa
3. Gosh, Sastrie, Dass : Introductions to English Language Teaching vol:3 CIEFL(oup)