

SYLLABUS FOR FOUNDATION COURSE IN ENGLISH FOR B.A/ B.COM./B.Sc. SEM 1&2(REGULAR STUDENTS) FOR THE ACADEMIC YEARS- 2019-20, 2020-21 & 2021-22.

❖ WRITTEN AND SPOKEN COMMUNICATION SKILLS IN (W&S)

Semester 1

TEXT—*The Spectrum* (Macmillan)

***Prose :**

1. On Saying Please
2. Go Kiss the World
3. The Night Train at Deoli

***Poetry :**

1. Sonnet 116
2. All Things Will Die
3. Still I Rise

*** Functional Writing.**

1. Writing Business E- Mails. (Enquiries, Replies and orders)
2. Dialogue Writing. (Inter-Personal Conversation : Congratulating and Responding to congratulations ; Compliments; Appreciation; Encouragement ;Asking for , giving and refusing permission)
3. Paragraph Writing

❖ **The teachers and question- setters are instructed to strictly adhere to the paper style and the distribution of marks.**

Distribution of Marks for the University Exams:

1) Short answer type questions from poems only 5 out of 7 (answer in about 2 to 3 sentences)	10 marks
2) Long answer questions from prose only (1/2)	12 marks
3) Business E- Mails (1/2)	12 marks
4) A- Dialogue Writing (1/2) (8 marks)	16 marks
B- Paragraph Writing (1/2) (8 marks)	

TOTAL -----
50 marks

❖ WRITTEN AND SPOKEN COMMUNICATION SKILLS (W & S)

Semester 2

TEXT—**The Spectrum** (Macmillan)

***Prose :**

1. The Scientific Point of View
2. Karma
3. If You Are Wrong , Admit It

***Poetry :**

1. My Grandmother
2. Where the Mind is Without Fear
3. Refugee Mother and Child

*** Functional Writing.**

1. Description (Person , Place ,etc.)
2. Narration
3. Dialogue Writing (Casual Conversation, Talking about the weather; Describing daily routine; talking about current activities ;Telephonic Conversation ; Answering the telephone and asking for someone ; taking and leaving messages; making inquiries on the phone)

❖ **The teachers and question-setters are instructed to strictly adhere to the paper style and the distribution of marks .**

Distribution of Marks for the University Exams

1)Short answer type questions from poems only (answer in about 2 to 3 sentences) (5 / 7)	10 marks
2)Long answer questions from prose only (1/2)	12 marks
3)Description / Narration (1/2)	12 marks
4) A. Dialogue Writing (Casual: 1 /2) 8 marks	16 marks
B. Dialogue Writing (Telephonic: 1 /2) 8 marks	-----
TOTAL	50 marks

❖ LANGUAGE THROUGH LITERATURE(LTL)

SEMESTER 1

TEXT—*Prelude* (ORIENT BLACKSWAN)

Chapters to be studied / referred

*Prose:

1. The Homecoming
2. Playing the English Gentleman
3. Prospects of Democracy in India

*Poetry:

1. The Village Schoolmaster
2. If-
3. My Grandmother`s House

*Grammar:

1. Articles
2. Prepositions

*Communication Skills:

1. Paragraph Writing
2. Introduction to Soft Skills

❖ **The teachers and question- setters are instructed to strictly adhere to the paper style and the distribution of marks.**

Distribution of Marks for the University Exams:

1) Short answer type questions from poems only 5/ 7 (answer in about 2 to 3 sentences)	10 marks
2) Long answer questions from prose only (1/2)	12 marks
3) A. Paragraph Writing (to be asked from the exercise of Chapter 13, Question – 3) (1/3)	08 marks
B. An Essay relating to the Soft Skills i.e. Leadership,Teamwork, Time Management,Goal Setting (1/2)	12 marks
4) Grammar: (08/10) (to be asked from the exercises of the prescribed chapters)	08 marks

TOTAL	50 marks

❖ LANGUAGE THROUGH LITERATURE (LTL)

SEMESTER 2

TEXT— *Prelude* (ORIENT BLACKSWAN)

Chapters to be studied / referred

* Prose.

1. The Three Questions
2. The Chicago Speech
3. Work Brings Solace

* Poetry:

1. Where the Mind is Without Fear
2. Money Madness
3. Leisure

*Grammar

1. Question Tag
2. Voice

*Communication Skills

1. Dialogue Writing
2. Giving Personal Information

❖ **The teachers and question- setters are instructed to strictly adhere to the paper style and the distribution of marks.**

Distribution of Marks for the University Exams:

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|--|----------|
| 1. Short answer type questions from poems only
(answer in about 2 to 3 sentences) (5/ 7) | 10 marks |
| 2. Long answer questions from prose only (1/2) | 12 marks |
| 3. A. Dialogue (formal / informal) | 10 marks |
| B. Giving personal information (formal / informal) | 10marks |
| 4. Grammar: (08/10)
(to be asked from the exercises of the prescribed chapters) | 08marks |

Total 50 marks

