

# ENGLISH SYLLABUS

## English Syllabus-Semester-I

### English Praxis Course-I

## A Course in Communication and Soft Skills

### Learning Outcomes

*By the end of the course the learner will be able to:*

- Use grammar effectively in writing and speaking.
- Demonstrate the use of good vocabulary
- Demonstrate an understanding of writing skills
- Acquire ability to use Soft Skills in professional and daily life.
- Confidently use the tools of communication skills

#### I. UNIT: Listening Skills

- i. Importance of Listening
- ii. Types of Listening
- iii. Barriers to Listening
- iv. Effective Listening

#### II. UNIT: Speaking Skills

- a. Sounds of English: Vowels and Consonants
- b. Word Accent
- c. Intonation

#### III. UNIT: Grammar

- a) Concord
- b) Modals
- c) Tenses (Present/Past/Future)
- d) Articles
- e) Prepositions
- f) Question Tags
- g) Sentence Transformation (Voice, Reported Speech & Degrees of Comparison)
- h) Error Correction

#### IV. UNIT: Writing

- i. Punctuation
- ii. Spelling
- iii. Paragraph Writing

#### V. UNIT: Soft Skills

- a. SWOC
- b. Attitude
- c. Emotional Intelligence
- d. Telephone Etiquette
- e. Interpersonal Skills

## English Syllabus-Semester-II

English Praxis Course-II

### **A Course in Reading & Writing Skills**

#### **Learning Outcomes**

*By the end of the course the learner will be able to:*

- Use reading skills effectively
- Comprehend different texts
- Interpret different types of texts
- Analyse what is being read
- Build up a repository of active vocabulary
- Use good writing strategies
- Write well for any purpose
- Improve writing skills independently for future needs

#### **I. UNIT**

**Prose Skills** :1. How to Avoid Foolish Opinions Bertrand Russell  
:2. Vocabulary: Conversion of Words  
:3. One Word Substitutes  
:4. Collocations

#### **II. UNIT**

**Prose** :1. The Doll's House Katherine Mansfield  
**Poetry** :2. Ode to the West Wind P. B. Shelley  
**Non-Detailed Text** :3. Florence Nightingale A. B. Mohsin  
**Skills** :4. Skimming and Scanning

#### **III. UNIT**

**Prose** :1. The Night Train at Deoli Ruskin Bond  
**Poetry** :2. Upagupta Rabindranath Tagore  
**Skills** :3. Reading Comprehension  
:4. Note Making/Taking

#### **IV. UNIT**

**Poetry Skills** :1. Coromandel Fishers Sarojini Naidu  
:2. Expansion of Ideas  
:3. Notices, Agendas and Minutes

#### **V. UNIT**

**Non-Detailed Text** : 1. An Astrologer's Day R. K. Narayan  
**Skills** :2. Curriculum Vitae and Resume  
:3. Letters  
:4. E-Correspondence

# English Syllabus-Semester-III

## English Praxis Course-III

### **ACourse inConversationalSkills**

#### **Learning Outcomes**

*By the end of the course the learner will be able to:*

- Speak fluently in English
- Participate confidently in any social interaction
- Face any professional discourse
- Demonstrate critical thinking
- Enhance conversational skills by observing the professional interviews

#### **I. UNIT**

**Speech Skills** :1. Tryst with Destiny Jawaharlal Nehru  
:2. Greetings  
:3. Introductions

#### **II. UNIT**

**Speech Skills** :1. Yes, We Can Barack Obama Interview :2. A Leader Should Know How to Manage Failure Dr. A.P.J. Abdul Kalam/ India Knowledge at Wharton  
:3. Requests

#### **III. UNIT**

**Interview Skills** :1. Nelson Mandela's Interview With Larry King  
:2. Asking and Giving Information  
:3. Agreeing and Disagreeing

#### **IV. UNIT**

**Interview Skills** :1. J.R.D. Tata's Interview With T.N. Ninan  
:2. Dialogue Building  
:3. Giving Instructions/Directions

#### **V. UNIT**

1. **Speech Skills** :1. You've Gotta Find What You Love Steve Jobs  
:2. Debates  
:3. Descriptions  
:4. Role Play