

Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities B.A. Part I Semester – I - NEP

Subject: English.

Skill Enhancement Course (Level 4.5)

Course Title- Life Skills - I Communication skills in English

Skill Enhancement Course (SEC)	Course	UG BA I Sem I -SEC
	Level	4.5
	Title of Paper	Life Skills -I -Communication skills in English
	Course Code	615203
	No. of Credits	1
	Hours / Lectures	Total - 30 (2Hrs/Week/Batch)
	Total	25 Marks

Course Objectives	1) To give students the knowledge of phonetics. 2) To improve the pronunciation of students. 3) To make students proficient in every day Communication	
Course Outcome	After Completion of this course students will able to - 1) Improve their pronunciation. 2) Conduct the proceedings of the programme. 3) Propose vote of thanks. 4) communicate effectively in day to day life	
Unit	Course Contents	Learning Hours
Unit -I	Phonetics - I	8 Hours
	1) Phonetics definition 2) Speech Mechanism 3) Organs of Speech	
Unit -II	Phonetics - II	
	1) The classification of speech sounds.(vowels and consonants) 2) IPA symbols & Phonetic transcription of words.	8 Hours
Unit-III	Productive skills - II	7 Hours
	1) Conducting / Anchoring the programme. 2) Speech Writing, 3) Proposing vote of Thanks.	
Unit-IV	Productive skills - III	7 Hours
	1) Speaking activities - Role Plays. 2) Group Discussions.	
Distribution of Marks		
Internal Assessment		
Personal Interview		10 Marks
MCQs based Class Test on the Syllabus		15 Marks
Total		25 Marks

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Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities BA Part I Semester –II NEP

Subject: English.

Skill Enhancement Course (SEC) (Level 4.5)

Course Title- Life Skills – IIProfessional skills in English

Skill Enhancement Course (SEC)	Course	UG BA I Sem ISEC
	Level	4.5
	Title of Paper	Life Skills -IIProfessional skills in English
	Course Code	615208
	No. of Credits	01
	Hours / Lectures	30 (2Hrs/Week/Batch)
	Total	25 Marks

Course Objectives	1) To focus on honing of various skills and techniques required for Communication. 2) To develop the basic communication skills among the students which will be integral to their, personal, social and professional interactions.	
Course Outcome	After Completion of this course students will able to... 1) Improve their communication and language skills- 2) Communicate with their peers and write effectively.3) Make power point presentation. 4) Improve their performance in the interview.	
Unit	Course Contents	Learning Hours
Unit -I	Interview Technique and Presentation skill	8 Hours
	1) Introduction.2) Personal interview.3) Preparing for an interview. 4) Techniques of effective performance in interview.	
Unit -II	PowerPoint Presentation	
	1) Introduction2) Definition and meaning of Power Point Presentation.3) Format of power point presentation. 4) Advantages of PowerPoint Presentation.	8 Hours
Unit-III	Productive skills - I	7 Hours
	1) Developing a story with the help of an idea given. 2) Writing a travelogue.	
Unit-IV	Productive skills - II	7 Hours
	1) Report writing .a) Report of an event. b) News Paper Report.2) Dialogue Writing .	
Distribution of Marks		
Internal Assessment		
Practical Based on the Syllabus		10 Marks
MCQs based Class Test on the Syllabus		15 Marks
Total		25 Marks

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