

SANT GADGE BABA AMRAVATI UNIVERSITY, AMRAVTI

Faculty of Humanities

(Syllabus for As Per National Education Policy -NEP-2020)

Three Years- Six Semesters Bachelor's Degree Program
Degree of Bachelor of Arts

B.A. Semester-I & II Level - 4.5

Department Specific Core (DSC) /Subject- Major / Minor -English Language

(DSC-Code 615)

Board of Studies in English

Effective from Academic year -2026-27

Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities

Members of Board of Studies in English

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SANT GADGE BABA AMRAVATI UNIVERSITY, AMRAVTI

Faculty : Humanities – Discipline/ Subject – English Language

Teaching & Learning Scheme : For the Degree of Bachelor of Arts with Major/ Minor – English Language

Three / Four Years Bachelor Degree Programme

Degree of Bachelor of Arts B.A. Semester-I Level – 4.5

Mode of Teaching	Vertical	NEP Vertical	Type of Course	Course Code	Course Title				Maximum Marks		
						Credits	Workload (Hrs/Week)	Vertical Workload (Hrs/Week)	External	Internal	Total
Class Room Teaching/ Lab Work (Practical)/ Outdoor/ Field	a & b	Major/ Minor-DSC-English	Theory- 1	615201	Major Theory Paper-1 English for Competitive Examinations	4	4	4	60	40	100
	a & b	Major/ Minor-DSC-	Theory- 1	—	-----	4	4		60	40	100
	c	Generic/Open Elective (OE) Other than Humanities	Theory – 1 OE- 1	615261	Developing Communication Skills -1	2	2	4	--	30+20	50
			Theory – 2 OE- 2	615262	Developing Communication Skills -2	2	2		--	30+20	50
	d	Skill Enhancement Course (SEC)	Theory - 1	615276	Life Skills - 1	2	2	2	--	30+20	50
	e	Ability Enhancement Course (AEC) – English	Demonstrative -1	615281	Oral Communication Skills - I	1	2 (per batch)	8	--	15+10	25
		Ability Enhancement Course (AEC) – Marathi/ Hindi	-----	-----	-----	1	2 (per batch)		--	15+10	25
		Indian Knowledge System (IKS) Generic	Theory - 1	—	As per University Syllabus	2	2		--	30+20	50
		Value Education Course (VEC)	Theory - 1	—	As per University Syllabus	2	2		--	30+20	50
	f	Co-Curricular Courses	Outdoor	NSS/UBA/NCC Cultural/Sports/Yoga etc		2	4	4	--	--	--
Total						22			500		

SANT GADGE BABA AMRAVATI UNIVERSITY, AMRAVATI

Faculty : Humanities – Discipline/ Subject – English Language

Teaching & Learning Scheme : For the Degree of Bachelor of Arts with Major/ Minor – English Language

Three / Four Years Bachelor Degree Programme

Degree of Bachelor of Arts B.A. Semester-II Level – 4.5

Mode of Teaching	Vertical	NEP Vertical	Type of Course	Course Code	Course Title				Maximum Marks		
						Credits	Workload (Hrs/Week)	Vertical Workload (Hrs/Week)	External	Internal	Total
Class Room Teaching/ Lab Work (Practical)/ Outdoor/ Field	a & b	Major/ Minor-DSC-English	Theory- 2	615202	Major Theory Paper-2 English for Competitive Examinations	4	4	4	60	40	100
	a & b	Major/ Minor-DSC-	Theory- 2	—	-----	4	4		60	40	100
	c	Generic/Open Elective (OE) Other than Humanities	Theory – 3	615263	Business Communication- 1	2	2	4	--	30+20	50
			OE- 3								
	d	Skill Enhancement Course (SEC)	Theory – 4	615264	Business Communication -2	2	2	4	--	30+20	50
			OE- 4								
	e	Vocational Skill Enhancement Courses (VSEC)	Theory - 2	615277	Life Skills - 2	2	2	4	--	30+20	50
			Theory - 1	615271	Translation Proficiency-I	2	2		--	30+20	50
	f	Ability Enhancement Course (AEC) – English	Demonstrative - 2	615282	Oral Communication Skills - 2	1	2 (per batch)	6	--	15+10	25
		Ability Enhancement Course (AEC) – Marathi/ Hindi	-----	-----	-----	1	2 (per batch)		--	15+10	25
		Value Education Course (VEC)	Theory - 2	—	As per University Syllabus	2	2		--	30+20	50
	f	Co-Curricular Courses	Outdoor	NSS/UBA/NCC Cultural/Sports/Yoga etc		2	4	4	--	--	--
Total						22			500		

L: Lecture, T: Tutorial, P: Practical/ Practicum Total Credits offered: 22(Max), Total credits to be earned: 20 (Min) / Batch-size (15)

Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities

Subject: English.

Department Specific Core (DSC) (Level 4.5) BA

Part I Semester - I

Course Title- English

DSC ENG (Major)	Course	UG BA I Sem I
	Level	4.5
	Title of Paper	English
	Course Code	615201
	No. of Credits	04
	Lectures	60 (4 Hrs per week)
	Internal	40 Marks
	External (Theory)	60 Marks
	Exam Duration	03Hrs
	Total	100 Marks

Course Objectives	1. To enable students to learn and comprehend the written and spoken form of English Language. 2. To teach functional English to the learners and to polish their reading Skills, Writing Skills, Listening Skills and Communication Skills. 3. To prepare the students for competitive exams.	
Course Outcome	After Completion of this course students will able to - 1. Understand the basic knowledge of English language and literature 2. Understand the relation between literature and real life. 3. Understand and interpret the prose, poem, short stories 4. Write the News Report, Letter, Essay, Paragraph etc. 5. Avail the pleasure of literary forms such as Novel, Poem, Play etc. 6. Develop interview technique, Reading Skills, Writing Skills and Speaking Skills. 7. Enhance the interest in English Language.	
Unit	Course Contents	Learning Hours
Unit -I	Prose I	10Hours
	1. The Secret of Work- Swami Vivekanand 2. Maintaining Democracy- Dr B R Ambedkar.	10 Marks
Unit -II	Prose II	10 Hours

	1. Eight Rupees- Murli Melwani. 2The Gift of Magi- O Henry	10 Marks
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Unit-III	Poetry	10 Hours
	1. Stopping by Woods on A Snowy Evening- Robert Frost 2. If – Rudyard Kipling 3. Sympathy- P L Dunbar. 4. Father Returning Home- DilipChitre	10 Marks
Unit-IV	English for Competitive Examinations I	10 Hours
	Noun: 1) Types of Nouns 2) Number 3) Gender 4) Cases of Nouns 5)Common Errors in the use of Nouns Pronoun: 1) Types of Pronoun 2) Common Errors in the use of Pronouns	10 Marks
Unit-V	English for Competitive Examinations II	10 Hours
	Adjective: 1) Types of Adjectives 2) Errors in the use of Adjectives Adverb: 1) Types of Adverbs 2) Errors in the use of Adverbs	10 Marks
Unit-VI	English for Competitive Examinations III	10 Hours
	Verb: 1) Types of Verbs 2) Subject Verb Agreement Modal Auxiliary Verbs: 1) Use of Modal Auxiliary Verbs	10 Marks
Paper Pattern		

Q.1	Students will have to answer five short answer questions on a seen passage of Two marks each	5x2= 10
Q.2	Students will have to answer five short answer questions on a seen passage of Two marks each	5x2 = 10
Q.3	Students will have to answer one long answer question out of three of ten marks each.	10x1 = 10
Q.4	Students will have to answer ten questions of one mark each on Unit IV.	10x1 = 10
Q.5	Students will have to answer ten questions of one mark each on Unit V.	10x1 = 10
Q.6	Students will have to answer ten questions of one mark each on Unit VI.	10x1 = 10
Distribution of Marks		
Internal Assessment		
Class Test based on MCQs		20 Marks
Assignment-		10 Marks
Viva-Voce		10 Marks
Total		40 Marks
External (Theory)		60 Marks
Total		100 Marks

Prescribed Textbook:

Pristine by Board of Editors & published by Dnyanpath Publications , Amravati.

Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities

Subject: English Language

UG Generic Open Elective

Course Title- Developing Communication Skills -1

GOEC-1	Course	UG Generic Open Elective 1
	Level	4.5
	Title of Paper	Developing Communication Skills -I
	Course Code	615261
	No. of Credits	02
	Lectures	30 (2 Hrs per week)
	Internal	20 Marks
	External (Theory)	30 Marks
	Exam Duration	02 Hrs
	Total	50 Marks

Course Objectives	1) To make the students proficient in everyday communication. 2) To provide students a solid understanding of the process of communication.	
Course Outcome	After Completion of this course students will able to - 1) Define communication/comprehend and describe the process of communication. 2) Know Components of Communication. 3) Communicate proficiently in everyday life.	
Unit	Course Contents	Learning Hours
Unit -I	1.Parts of Speech	7 Hours
Unit - II	1. Kinds of Sentences a. Assertive b. Interrogative c. Imperative d. Exclamatory	08 Hours
Unit - III	1. Tenses	07 Hours
Unit IV	1. Model Auxiliaries	08 Hours
Paper Pattern		
Q.1	Students will have to attempt seven questions of 1 mark each unit I.	7x1= 7
Q.2	Students will have to attempt eight questions of 1 mark each unit II.	8x1= 8

Q.3	Students will have to attempt seven questions of 1 mark each unit III.	7x1= 7
Q.4	Students will have to attempt eight questions of 1 mark each unit IV.	8x1= 8
Distribution of Marks		
Internal Assessment		
Class Test based on MCQs		10 Marks
Assignment-		10 Marks
Total		20 Marks
Theory Paper		30 Marks
Total		50 Marks

Books recommended:

1. *English Grammar sand Composition* edited by S.C. Gupta Published by Arihant Publications, India

Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities

Subject: English Language

UG Generic Open Elective

Course Title- Developing Communication Skills -II

GOEC-2	Course	UG Generic Open Elective 2
	Level	4.5
	Title of Paper	Developing Communication Skills -II
	Course Code	615262
	No. of Credits	02
	Lectures	30 (2 Hrs per week)
	Internal	20 Marks
	External (Theory)	30 Marks
	Exam Duration	02 Hrs
	Total	50 Marks

Course Objectives	1) To make the students proficient in everyday communication. 2) To provide students a solid understanding of the process of communication.	
Course Outcome	After Completion of this course students will able to - 1) Define communication/comprehend and describe the process of communication. 2) Know Components of Communication. 3) Communicate proficiently in everyday life.	
Unit	Course Contents	Learning Hours
Unit -I	1. Change the Voice	07 Hours
Unit - II	1. Direct – Indirect Narration	08 Hours
Unit - III	1. Answering the Telephone and Asking for Someone	07 Hours
Unit IV	1. Taking and Leaving Messages	08 Hours
Paper Pattern		
Q.1	Students will have to attempt seven questions of 1 mark each unit I.	7x1= 7
Q.2	Students will have to attempt eight questions of 1 mark each unit II.	8x1= 8

Q.3	Students will have to attempt seven questions of 1 mark each unit III.	7x1= 7
Q.4	Students will have to attempt eight questions of 1 mark each unit IV.	8x1= 8
Distribution of Marks		
Internal Assessment		
Class Test based on MCQs		10 Marks
Assignment-		10 Marks
Total		20 Marks
Theory Paper		30 Marks
Total		50 Marks

Books recommended:

1. *English Grammar sand Composition* edited by S.C. Gupta Published by Arihant Publications, India
2. *The Communicator* edited by Board of Editors Published by Orient BlackSwan, Hyderabad.

Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities

Subject: English.

Skill Enhancement Course (Level 4.5)

BA Part I Semester - I

Course Title- Life Skills - I

Skill Enhancement Course (SEC)	Course	UG BA I Sem I
	Level	4.5
	Title of Paper	Life Skills -I
	Course Code	615276
	No. of Credits	02
	Lectures	30 (2Hrs/Week)
	Total	50 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 1) Phonetics definition 2) Speech Mechanism 3) Organs of Speech	8 Hours
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 1) Conducting / Anchoring the programme. 2) Speech Writing 3) Proposing vote of Thanks.	7 Hours

Unit-IV	Productive skills - III 1) Speaking activities - Role Plays. 2) Group Discussions.	7 Hours
Distribution of Marks		
Internal Assessment		
Personal Interview		10 Marks
Practical Based on the Syllabus		20 Marks
MCQs based Class Test on the Syllabus		20 Marks
Total		50 Marks

Prescribed Textbook:

English for Effective Communication by Board of Editors & published by Orient Black Swan Publications, Hyderabad

Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities

Subject: English.

Ability Enhancement Course (Level 4.5)

BA Part I Semester - I

Course Title- Oral Communication Skills – I

Ability Enhancement Course (AEC)	Course	UG BA I Sem I
	Level	4.5
	Title of Paper	Oral Communication Skills -I
	Course Code	615281
	No. of Credits	01
	Lectures	30 (2 Hr/Week Per Batch)
	Internal	10 Marks
	External (Theory)	15 Marks
	Exam Duration	01 Hrs
	Total	25 Marks

Course Objectives	1) To make the students proficient in everyday communication. 2) To provide students a solid understanding of the process of communication.	
Course Outcome	After Completion of this course students will able to - 1) Define communication/comprehend and describe the process of communication. 2) Know Components of Communication. 3) Communicate proficiently in everyday life.	
Unit	Course Contents	Learning Hours
Unit -I	Basics of Communication. 1. Introduction 2. Objectives of communication. 3. The Meaning and definitions of communication. 4 The process of communication	15 Hours

Unit -II	Barriers to Effective Communication 1. Introduction 2. Major Barriers to Effective Communication. 3. Effective communication techniques.	15 Hours
Paper Pattern		
Q.1	Students will have to answer two long answer questions out of four of 5 marks each on unit-I	5x2 = 10
Q.2	Students will have to answer one answer question out of two of 5 Marks each on Unit-II	5x1 = 05
Distribution of Marks		
Assessment		
Personal Interview		05Marks
Assignment-		05 Marks
Total		10 Marks
External (Theory)		15 Marks
Total		25 Marks

Prescribed Textbooks:

- 1. *English for Effective Communication*** by Board of Editors & published by Orient Black Swan, Hyderabad.
- 2. *Artificer*** by Board of Editors & published by Dnyanpath Publications, Amravati.

Note – This course will be taught by demonstrative method and in batches. The work load of this course will be two lecture /week for one batch of 15 students.

Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities

Subject: English.

Department Specific Core (DSC) (Level 4.5) BA

Part I Semester - II

Course Title- English

DSC ENG (Major)	Course	UG BA I Sem II
	Level	4.5
	Title of Paper	English
	Course Code	615202
	No. of Credits	04
	Lectures	60 (4Hrs per week)
	Internal	40 Marks
	External (Theory)	60 Marks
	Exam Duration	03 Hrs
	Total	100 Marks

Course Objectives	1. To enable students to learn and comprehend the written and spoken form of English Language. 2. To teach functional English to the learners and to polish their reading Skills, Writing Skills, Listening Skills and Communication Skills. 3. To prepare the students for competitive exams.	
Course Outcome	After Completion of this course students will able to - 1. Understand the basic knowledge of English language and literature 2. Understand the relation between literature and real life. 10. Understand and interpret the prose, poem, short stories 3. Write the News Report, Letter, Essay, Paragraph etc. 4. Avail the pleasure of literary forms such as Novel, Poem, Play etc. 5. Develop interview technique, Reading Skills, Writing Skills and Speaking Skills. 6. Enhance the interest in English Language.	
Unit	Course Contents	Learning Hours
Unit -I	Prose I	10 Hours
	1. What We Must Learn from the West- Narayana Murthy 2. The Responsibilities of Young Citizens- Lal Bahadur Sastri.	10 Marks
Unit -II	Prose II	10 Hours

	.1. Little Girls Wiser Than Men- Leo Tolstoy 2.The Model Millionaire- Oscar Wilde	10 Marks
Unit -III	Poetry	10 Hours

	1. Sonnet No. 18- William Shakespeare 2. Don't Quit- Edgar Albert Guest 3. The Impossible Dream- Joe Dorian 4 Where the Mind is Without Fear -Rabindranath Tagore	10 Marks
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Unit-IV	English for Competitive Examinations I	10 Hours
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	Articles: 1) Uses of Articles Preposition: 1) Types of Prepositions 2) Common Errors in the use of Prepositions	10 Marks
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Unit-V	English for Competitive Examinations II	10 Hours
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	Conjunctions 1) Types of Conjunctions 2) Common Errors in the use of Conjunctions Interjection: 1) Uses of Interjection 2) Common Errors in the use of Interjection	10 Marks
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Unit-VI	English for Competitive Examinations III	10 Hours
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	Sentence: 1) Types of Sentences 2) Transformation of Sentences	10 Marks
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Paper Pattern		
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Q.1	Students will have to answer five short answer questions on a seen passage of Two marks each	5x2= 10
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Q.2	Students will have to answer five short answer questions on a seen passage of Two marks each	5x2= 10
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Q.3	Students will have to answer one long answer question out of three of ten marks each.	10x1 = 10
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Q.4	Students will have to answer ten questions of one mark each on Unit IV.	10x1 = 10
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Q.5	Students will have to answer ten questions of one mark each on Unit V.	10x1 = 10
Q.6	Students will have to answer ten questions of one mark each on Unit VI.	10x1 = 10
Distribution of Marks		
Internal Assessment		
Class Test based on MCQs		20 Marks
Assignment-		10 Marks
Viva-Voce		10 Marks
Total		40 Marks
External (Theory)		60 Marks
Total		100 Marks

Prescribed Textbook:

Pristine by Board of Editors & published by Dnyanpath Publications, Amravati.

Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities

Subject: English Language

UG Generic Open Elective

Course Title- Business Communication- I

GOEC - 3	Course	UG Generic Open Elective 3
	Level	4.5
	Title of Paper	Business Communication 1
	Course Code	615263
	No. of Credits	02
	Lectures	30 (2 Hrs per week)
	Internal	20 Marks
	External (Theory)	30 Marks
	Exam Duration	02 Hrs
	Total	50 Marks

Course Objectives	1) To make the students proficient in everyday communication. 2) To provide students a solid understanding of the process of communication.	
Course Outcome	After Completion of this course students will able to - 1) Define communication/comprehend and describe the process of communication. 2) Know Components of Communication. 3) Communicate proficiently in everyday life.	
Unit	Course Contents	Learning Hours
Unit -I	1.Introduction to Business Communication a) Nature and Objectives of Business Communication b) Language of Business Communication c) Communication Ethics	07 Hours
Unit - II	Types of Communication a) Internal Communication b) External Communication c) formal Communication d) Informal Communication	08 Hours
Unit - III	Types of Communication a) Horizontal Communication b) Vertical Communication c) Diagonal Communication	07 Hours

Unit IV	Corporate Communication a) Letter of Inquiry b) Order Letter c) Complaint Letter d) Letter of Adjustment	08 Hours
Paper Pattern		
Q.1	Students will have to attempt one question of 7 marks on unit I.	1x7= 7
Q.2	Students will have to attempt one question of 8 marks on unit II.	1x8= 8
Q.3	Students will have to attempt one question of 7 marks on unit III.	1x7= 7
Q.4	Students will have to attempt one question of 8 marks on unit IV.	1x8= 8
Distribution of Marks		
Internal Assessment		
Class Test based on MCQs		10 Marks
Assignment-		10 Marks
Total		20 Marks
Theory Paper		30 Marks
Total		50 Marks

Books recommended:

1.

edited by

Published by

Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities

Subject: English Language

UG Generic Open Elective

Course Title- Business Communication-II

GOEC - 4	Course	UG Generic Open Elective 4
	Level	4.5
	Title of Paper	Business Communication 2
	Course Code	615264
	No. of Credits	02
	Lectures	30 (2 Hrs per week)
	Internal	20 Marks
	External (Theory)	30 Marks
	Exam Duration	02 Hrs
	Total	50 Marks

Course Objectives	1) To make the students proficient in everyday communication. 2) To provide students a solid understanding of the process of communication.	
Course Outcome	After Completion of this course students will able to - 1) Define communication/comprehend and describe the process of communication. 2) Know Components of Communication. 3) Communicate proficiently in everyday life.	
Unit	Course Contents	Learning Hours
Unit -I	Digital Communication 1. E-mail Writing 2. Professional messaging	07 Hours
Unit - II	Digital Communication 3. Social Media Etiquettes 4. Netiquettes	08 Hours
Unit - III	Office Communication Notice, Agenda, Minutes of Meeting and Action Taken Report	07 Hours
Unit IV	Business Skills 1.Customer Relation Skills a) Managing Customer b) Persuasion Skills c)Improving Customer Relation Skills	08 Hours
Paper Pattern		

Q.1	Students will have to attempt one question of 7 marks on unit I.	1x7= 7
Q.2	Students will have to attempt one question of 8 marks on	1x8= 8
	unit II.	
Q.3	Students will have to attempt one question of 7 marks on unit III.	1x7= 7
Q.4	Students will have to attempt one question of 8 marks on unit IV.	1x8= 8
Distribution of Marks		
Internal Assessment		
Class Test based on MCQs		10 Marks
Assignment-		10 Marks
Total		20 Marks
Theory Paper		30 Marks
Total		50 Marks

Books recommended:

1. edited by Published by

Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities

Subject: English.

Skill Enhancement Course (SEC) (Level 4.5)

BA Part I Semester - II

Course Title- Life Skills – II

Skill Enhancement Course (SEC)	Course	UG BA I Sem II
	Level	4.5
	Title of Paper	Life Skills -II
	Course Code	615277
	No. of Credits	02
	Lectures	30 (2Hrs/Week/Batch)
	Total	50 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 this 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 1) Introduction. 2) Personal interview. 3) Preparing for an interview. 4) Techniques of effective performance in interview.	8 Hours
Unit -II	PowerPoint Presentation 1) Introduction 2) 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 1) Developing a story with the help of an idea given. 2) Writing a travelogue.	7 Hours
Unit-IV	Productive skills - II 1) Report writing. a) Report of an event. b) News Paper Report. 2) Dialogue Writing.	7 Hours
Distribution of Marks		
Internal Assessment		
Personal Interview		10 Marks
Practical Based on the Syllabus		20 Marks
MCQs based Class Test on the Syllabus		20 Marks
Total		50 Marks

Prescribed Textbook:

1. *English for Effective Communication* by Board of Editors & published by Orient Black Swan Publications, Hyderabad

Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities

Degree of Bachelor of Arts

B.A. Semester-II Level – 4.5

English Language

Course Title VSEC – Translation Proficiency-I

Semester	Level	Vertical Type	Corse Code	Course Title	Learning Hours	Credits	Teaching hours (Per Week)	Total Teaching hours	Exam Type and Marks
BA Sem. II	4.5	VSEC-ENG	615271	Translation Proficiency - I	2	2	2	30	Written Exam 30 Marks Internal 20 Marks

Course Objectives	• Develop proficiency in translating texts between English and Indian Languages. • Introduce students to the theory of translation and practice. • Train learners in literary, technical, media and official translation. • Familiarize students with translation technologies and tools. • Enhance employability in publishing journalism, administration, tourism and local industries.	
Course Outcomes	After completing the course, learner will be able to - • Translate texts accurately between languages. • Apply translation theories in practice. • Use translation software and digital tools. • Translate literary, technical and administrative documents. • Undertake professional translation assignments independently.	
	Course Title – Translation Proficiency -I	
Unit I	1.Meaning, Nature and Scope of Translation	07 Hours
Unit II	1. History of Translation	08 Hours
Unit III	1. Role of Translator	07Hours
Unit IV	1. Types of Translations – a. Literary b. Technical c. Administrative d. Media	08 Hours
Total Hours 30		

Paper Pattern	
QUE 1 - Students will have to attempt one question of 7 marks on unit I.	$7 \times 1=7$
QUE 2 – Students will have to attempt one question of 8 marks on unit II.	$8 \times 1=8$
QUE 3 – Students will have to attempt one question of 7 marks on unit III.	$7 \times 1=7$
QUE 4 – Students will have to attempt one question of 8 marks on unit IV.	$8 \times 1=8$

Distribution of Marks	
Internal Assessment	
Assignment (Project on translation)	10 Marks
Class Test	10 Marks
Total	20 Marks
Theory (External)	30 Marks
Total	50 Marks

Book Recommended –

1. *Translation Proficiency* by

Published by .

Sant Gadge Baba Amravati University, Amravati

Faculty of Humanities

Subject: English.

Ability Enhancement Course (Level 4.5)

BA Part I Semester - II

Course Title- Oral Communication Skills –II

Ability Enhancement Course (AEC)	Course	UG BA I Sem II
	Level	4.5
	Title of Paper	Oral Communication Skills - II
	Course Code	615282
	No. of Credits	01
	Lectures	30 (2Hr/Week)
	Internal	10 Marks
	External (Theory)	15 Marks
	Exam Duration	01 Hr
	Total	25 Marks

Course Objectives	1) To make the students proficient in everyday communication. 2) To provide students a solid understanding of the process of communication.	
Course Outcome	After Completion of this course students will able to - 1) Define communication/comprehend and describe the process of communication. 2) Know Components of Communication. 3) Communicate proficiently in everyday life.	
Unit	Course Contents	Learning Hours
Unit-I	Oral Communication – I	15 Hours
	1) Exchanging greetings and Taking Leave 2) Introducing oneself and others. 3) Thanking. 4) Wishing	
Unit-II	Oral Communication – II	15 Hours

	1) Apologizing and responses. 2) Making request 3) Seeking help. 4) Talking about current-activities.	
Paper Pattern		
Q.1	Students will have to answer two long answer questions out of four of 5 marks each on unit-I	5x2 = 10
Q.2	Students will have to answer one long answer question out of four of 5 Marks each on Unit-II	5x1 = 5
Distribution of Marks		
Assessment		
Personal Interview		05 Marks
Assignment-		05 Marks
Total		10 Marks
External (Theory)		15 Marks
Total		25 Marks

Prescribed Textbook:

1. *English for Effective Communication* by Board of Editors & published by Orient Black Swan, Hyderabad.

2. *Artificer* by Board of Editors & published by Dnyanpath Publications, Amravati.

Note – This course will be taught by demonstrative method and in batches. The work load of this course will be two lecture /week for one batch of 15 students.