

K.T.S.P Mandal's

Sahebraoji Buttepatil Mahavidyalaya

Savitribai Phule Pune University Prescribed

(Ability Enhancement Course-AEC)

(Choice Based Credit System-35:15-Pattern 2019)

English Syllabus

Preamble

This is an ABILITY ENHANCEMENT COURSE. Considering the needs of students and the requirements of professional sectors, the syllabus of this paper is designed to enhance linguistic and professional skills of the students. In the age of technology, it's high time for the students to acquire and exercise the skill and sub-skills of using English in multivalent contexts. The paper aims at a balanced up-gradation of the students, focusing on their ability enhancement. Hence, to avoid a lopsided professional development, the humane values are also taken care of by accommodating literature section in the syllabus.

The other units cater to the needs of enhancing speaking ability, writing ability, the ability to face an interview, the ability of using soft skills effectively while planning one's work and working on the plans. By and large, the present syllabus is an attempt to galvanize the existing competencies of the students and enhancing their abilities for a better performance and better results.

Each semester shall have 2+1=3 credits for teaching (One credit is for practical/discussion purpose). However, each credit is equal to 15 hours, so this course shall have 45 teaching hours. In addition to that there shall be 03 hours allotted to internal evaluation. (3x15=45+3=48)

Semester-III

Text: Horizons: English in Multivalent Contexts

(Board of Editors- Orient BlackSwan)

CONTENT

UNIT-I- LITERATURE (10 Clock Hours)

1. Short Story: 'A Shadow': R. K. Narayan

2. Poetry:

- i) La Belle Dame sans Merci: John Keats
- ii) Where the Mind is without Fear: Rabindranath Tagore

3. Practical/Discussion (05 Clock Hours)

UNIT-II-CONVERSATIONAL SKILL (Sample Dialogues, Useful Expressions and Exercises) (10 Clock Hours)

1. Introducing Yourself and Others
2. Asking, Giving and Refusing Permission
3. Describing Daily Routine
4. Complaining and Apologizing
5. Practical/Discussion (05 Clock Hours)

UNIT-III-INTERVIEW TECHNIQUES (10 Clock Hours)

1. Job Application Letter
2. Resume Writing
3. GDPI
4. Presentations
5. Practical/Discussion (05 Clock Hours)

Semester-IV

Text: Horizons: English in Multivalent Context

(Board of Editors- Orient BlackSwan)

UNIT-I-LITERATURE (10 Clock Hours)

1. Short Story: i) My Lost Dollar: Stephen Leacock
2. Poetry:
 - i) The Bird Sanctuary: Sarojini Naidu
 - ii) Stopping by Woods on a Snowy Evening: Robert Frost
3. Practical/Discussion: 05 Clock Hours

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UNIT-II-WRITING SKILLS (Sample Passages, Useful Techniques and Exercises) (10 Clock Hours)

1. Notices
2. Agenda
3. Minutes
4. Content Writing
5. Practical/Discussion (05 Clock Hours)

UNIT-III-SOFT SKILLS AND PERSONALITY DEVELOPMENT (Sample Situations, Useful Techniques and Exercises) (10 Clock Hours)

1. An Introduction to Soft Skills
2. SWOC Analysis
3. Goal Setting
4. Project Management
5. Practical/Discussion 05 Clock Hours