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VEER NARMAD SOUTH GUJARAT UNIVERSITY

University Campus, Udhna-Magdalla Road, SURAT - 395 007, Gujarat, India.

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી

યુનિવર્સિટી કેમ્પસ, ઉદ્ધના-મગદલ્લા રોડ, સુરત - ૩૯૫ ૦૦૭, ગુજરાત, ભારત.

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-: પરિપત્ર :-

વિજ્ઞાન વિદ્યાશાખા હેઠળની સંલગ્ન તમામ સ્નાતક કોલેજોનાં આચાર્યશ્રીઓ જણાવવાનું કે, શૈક્ષણિક વર્ષ ૨૦૨૨-૨૩ થી અમલમાં આવનાર અંગ્રેજી વિષયનો પેટાસમિતિએ તૈયાર કરેલ F.Y./S.Y./T.Y.B.Sc. (Sem-1 to 6) Foundation Course in Englishનો અભ્યાસક્રમ અંગ્રેજી વિષયની અભ્યાસસમિતિની તા.૨૪/૦૫/૨૦૨૨નાં ઠરાવ ક્રમાંક:૨ અન્વયે બોર્ડ વતી મંજૂર કરવાની ચેરમેનશ્રીને આપવામાં આવેલ સત્તાની રૂએ ચેરમેનશ્રીએ બોર્ડવતી અને વિજ્ઞાન વિદ્યાશાખાનાં અધ્યક્ષશ્રીએ વિજ્ઞાન વિદ્યાશાખાની મંજૂરીની અપેક્ષાએ વિજ્ઞાન વિદ્યાશાખાવતી મંજૂર કરી એકેડેમિક કાઉન્સિલને કરેલ ભલામણ એકેડેમિક કાઉન્સિલ તા.૧૭/૬/૨૦૨૨ ની સભાનાં ઠરાવ ક્રમાંક:૦૭ થી સ્વીકારી મંજૂર કરેલ છે. જેની આથી જાણ કરવામાં આવે છે.

એકેડેમિક કાઉન્સિલની તા.૧૭/૦૬/૨૦૨૨ની ઠરાવ ક્રમાંક: ૦૭

:: આથી ઠરાવવામાં આવે છે કે, શૈક્ષણિક વર્ષ ૨૦૨૨-૨૩ થી અમલમાં આવનાર અંગ્રેજી વિષયનો પેટાસમિતિએ તૈયાર કરેલ F.Y./S.Y./T.Y.B.Sc. (Sem-1 to 6) Foundation Course in Englishનો અભ્યાસક્રમ અંગ્રેજી વિષયની અભ્યાસસમિતિની તા.૨૪/૦૫/૨૦૨૨નાં ઠરાવ ક્રમાંક:૨ અન્વયે બોર્ડવતી મંજૂર કરવાની ચેરમેનશ્રીને આપવામાં આવેલ સત્તાની રૂએ ચેરમેનશ્રીએ બોર્ડવતી અને વિજ્ઞાન વિદ્યાશાખાનાં અધ્યક્ષશ્રીએ વિજ્ઞાન વિદ્યાશાખાની મંજૂરીની અપેક્ષાએ વિજ્ઞાન વિદ્યાશાખાવતી મંજૂર કરી એકેડેમિક કાઉન્સિલને કરેલ ભલામણ સ્વીકારી મંજૂર કરવામાં આવે છે.

(બિડાણ: ઉપર મુજબ)

ક્રમાંક : એસ./English/પરિપત્ર/૧૨૫૦૪/૨૦૨૨
તા.૧૮-૦૬-૨૦૨૨


ઈ.યા. કુલસચિવ

પ્રતિ,

- ૧) વિજ્ઞાન વિદ્યાશાખા હેઠળની સંલગ્ન તમામ સ્નાતક કોલેજોનાં આચાર્યશ્રીઓ.
.....આપશ્રીની કોલેજ/વિભાગના સંબંધિત શિક્ષકોને જાણ કરી અમલ કરવા સારૂ.
- ૨) અધ્યક્ષશ્રી, વિજ્ઞાન વિદ્યાશાખા.
- ૩) પરીક્ષા નિયામકશ્રી, પરીક્ષા વિભાગ, વીર નર્મદ દ. ગુ. યુનિવર્સિટી, સુરત.
.....તરફ જાણ તેમજ અમલ સારૂ.

VEER NARMAD SOUTH GUJARAT UNIVERSITY

SYLLABUS FOR FOUNDATION COURSE IN ENGLISH FOR B.Sc.(REGULAR) SEMESTER I & II FOR THE ACADEMIC YEARS -2022.-23 TO 2024-25

Written & Spoken Communication Skills

B.Sc. /SEM 1:TEXT: PATHMAKER (ORIENT BLACKSWAN)

Course Code																									
Course Title	Written & Spoken Communication Skills																								
Credits	2																								
Teaching per Week	2 hours																								
Minimum weeks per Semester	14 (including class work, examination, preparation, holidays etc.)																								
Effective From	June 2022																								
Purpose of Course	To sensitize students and improve their language skills																								
Course Objective	<ul style="list-style-type: none">To cultivate comprehension power in students as well as to enhance their skills so they could meet contemporary global standards.To sensitize students with regards to important human values.To teach various aspects of language to students																								
Course Outcomes	CO1: Students will learn basic language skills, composition and the basics of communication skills to meet the global trends that pose new challenges before them. CO2: Students will become more responsible human beings. CO3: Students will learn various aspects of language like information transfer, description, narration, grammar, vocabulary and phonetics.																								
Mapping between COs with PSOs	<table border="1"><thead><tr><th></th><th>PSO1</th><th>PSO2</th><th>PSO3</th><th>PSO4</th><th>PSO5</th></tr></thead><tbody><tr><th>CO1</th><td></td><td></td><td></td><td></td><td></td></tr><tr><th>CO2</th><td></td><td></td><td></td><td></td><td></td></tr><tr><th>CO3</th><td></td><td></td><td></td><td></td><td></td></tr></tbody></table>		PSO1	PSO2	PSO3	PSO4	PSO5	CO1						CO2						CO3					
	PSO1	PSO2	PSO3	PSO4	PSO5																				
CO1																									
CO2																									
CO3																									
Pre-requisite	Acquaintance with basic grammar and language skills																								
Course Content	TEXTBOOK: PATHMAKER (To enhance students' basic written/spoken communication skills) (Orient Blackswan) <ul style="list-style-type: none">Unit-1: 1, 2, 3, 4 (from Sem-II section)																								

	<ul style="list-style-type: none"> • Unit-2: 1, 2, 3, 4 (Communication & Writing Skills) • Unit-3: 1, 2 (Prose) • Unit-4: Description – describing a person, place or a thing Narration – of an event, incident, visit or a story
Reference Books	<ol style="list-style-type: none"> 1) <i>Developing Communication Skills in English</i> by Dr Hitesh Ravia et al. (Macmillan) 2) <i>An Intermediate English Practice Book</i> by S. Pit Corder (Longman) 3) <i>Essentials of Business Communication</i> by Rajendra Pal & J.S. Korlahalli (Sultan Chand & Sons)
Teaching Methodology	Class work, Discussion, Self-Study, Assignment
Evaluation Method	This course has 02 credits during the semester. The internal evaluation will be out of 20 marks, based on Unit Test marks, Library assignments and Attendance marks; while the external evaluation will be out of 50 marks at the university examination.

Distribution of Marks for the University Examination

50 Marks

1.Short answer type questions from Unit-3 (prose) (any 5 out of 7)	(10 marks)
2(A) Dialogue Writing from Unit-2 (any 1 out of 2)	(07 marks)
(B) Information Transfer from Unit-2 (any 1 out of 2)	(07 marks)
3(A) Description (any 1 out of 2) Unit- 4	(08 marks)
(B) Narration (any 1 out of 2) Unit-4	(08 marks)
4 Do as directed: from Unit-1	(10marks)
<ul style="list-style-type: none"> • Question tag (Sem-II, Unit-1) Ask 2 (2 marks) • Word Formation (Sem-II, Unit-1) Ask 3 (3 marks) • Homonyms/Homophones – Ask 3 (3 marks) • Phonetic Transcription (Unit-2, Chapter 4) Ask 2 (2 marks) 	

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B.Sc. / Sem-II:TEXT: PATHMAKER (ORIENT BLACKSWAN)

Course Code																									
Course Title	Written & Spoken Communication Skills																								
Credit	2																								
Teaching per Week	2 hours																								
Minimum weeks per Semester	14 (including class work, examination, preparation, holidays etc.)																								
Effective From	June 2022																								
Purpose of Course	To sensitize students and improve their language skills																								
Course Objective	<ul style="list-style-type: none"> • To cultivate comprehension power in students as well as to enhance their skills so they meet contemporary global standards. • To sensitize students with regards to important human values. • To teach various aspects of language to students 																								
Course Outcomes	<p>CO1: Students will learn basic language skills, composition and the basics of communication skills to meet the global trends that pose new challenges before them.</p> <p>CO2: Students will become more responsible human beings.</p> <p>CO3: Students will learn various aspects of language like grammar, vocabulary and phonetics.</p>																								
Mapping between COs with PSOs	<table border="1"> <thead> <tr> <th></th> <th>PSO1</th> <th>PSO2</th> <th>PSO3</th> <th>PSO4</th> <th>PSO5</th> </tr> </thead> <tbody> <tr> <td>CO1</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>CO2</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>CO3</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		PSO1	PSO2	PSO3	PSO4	PSO5	CO1						CO2						CO3					
	PSO1	PSO2	PSO3	PSO4	PSO5																				
CO1																									
CO2																									
CO3																									
Pre-requisite	Acquaintance with basic grammar and language skills																								
Course Content	<p>TEXTBOOK: PATHMAKER (To enhance students' basic written/spoken communication skills) (Orient Blackswan)</p> <p>Unit-1: 1, 2, 3, 4 (Basic Language Skills: Grammar & Vocabulary)</p> <p>Unit-2: 1, 2, 3, 4 (Communication & Writing Skills)</p> <p>Unit-3: 1, 3 (Prose)</p>																								

	Unit-4: Electronic Communication – E-mail writing (Academic, Corporate, Personal) Blog Writing
Reference Books	1) <i>Interactive English</i> (Macmillan) 2) <i>Essential English for Indian Learners: Foundation</i> (Macmillan) 3) <i>The Art of Effective Communication</i> by Surekha Dangwal (Macmillan) 4) <i>An Intermediate English Practice Book</i> by S. Pit Corder (Longman)
Teaching Methodology	Class work, Discussion, Self-Study, Assignment
Evaluation Method	This course has 02 credits during the semester. The internal evaluation will be out of 20 marks, based on Unit Test marks, Library assignments and Attendance marks; while the external evaluation will be out of 50 marks at the university examination.

Distribution of Marks for the University Examination

50 Marks

1.Short answer type questions from Unit-3 (prose) (any 5 out of 7)	(10 marks)
2(A) Dialogue Writing from Unit-2 (any 1 out of 2)	(07 marks)
(B) Developing a thought (based on outline/points given) from Unit-2 (any 1 out of 2)	(07 marks)
3 (A) E-mail (any 1 out of 2) Unit-4	(08 marks)
(B) Blog (any 1 out of 2)Unit-4	(08 marks)
4.Do as directed: from Unit-1	(10 marks)
• Question tag (Sem-II, Unit-1) Ask 2	(2 marks)
• Word Formation (Sem-II, Unit-1) Ask 3	(3 marks)
• Homonyms/Homophones – Ask 3	(3 marks)
• Phonetic Transcription (Unit-2, Chapter 4) Ask 2	(2 marks)

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VEER NARMAD SOUTH GUJARAT UNIVERSITY

SYLLABUS FOR FOUNDATION COURSE IN ENGLISH FOR

B.Sc.(REGULAR) SEMESTER III & IV

FOR THE ACADEMIC YEARS -2022.-23 TO 2024-25

B.Sc. / Sem-III:

TEXT 1: ENGLISH & SOFT SKILLS – 1:S.P DHANAVEL (OB)

TEXT 2: SPOKEN ENGLISH: A FOUNDATION COURSE P -1 SADANAND & PUNITHA (OB)

Course Code	
Course Title	Written & Spoken Communication Skills
Credit	2
Teaching per Week	2 hours
Minimum weeks per Semester	14 (including class work, examination, preparation, holidays etc.)
Effective From	June 2022
Purpose of Course	To enhance language and soft skills among students
Course Objective	<ul style="list-style-type: none">• To help students acquire and practise the soft skills and values they will need in their working lives.• To help bridge the gap between the teaching-learning situation in the classroom and the professional expectations current in industry.• To help develop the oral communication skills of second language learners and also focus on cross-cultural communication.• To teach various aspects of language to students
Course Outcomes	<p>CO1: Students will learn the interlinked soft skills like listening, teamwork, visionary leadership, emotional intelligence, assertiveness, problem-solving, customer relations, non-verbal communication and written communication. The values like self-esteem, empathy, positivity, honesty and reliability could be inculcated in them.</p> <p>CO2: Students will develop greater accuracy in oral communication for routine as well as special situations.</p> <p>CO3: Students will be able to understand various aspects of language like word formation, usage and grammar.</p>

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Mapping between COs with PSOs		PSO1	PSO2	PSO3	PSO4	PSO5
	CO1					
	CO2					
	CO3					
Pre-requisite	Acquaintance with basic grammar and language skills					
Course Content	<p>TEXTBOOK-1: ENGLISH AND SOFT SKILLS VOLUME-1 by S.P. Dhanavel (To enhance students' so skills) (Orient Blackswan)</p> <p>TEXTBOOK-2: SPOKEN ENGLISH: A Foundation Course Part-I by K. Sadanand & S. Punitha (Orient Blackswan)</p> <ul style="list-style-type: none"> • Chapters 1, 2, 3, 4 (from TEXTBOOK-1) • Dialogue Writing (from TEXTBOOK-2) Module II & III • Review Writing (film & book) • Report Writing (individual/business) 					
Reference Books	<ol style="list-style-type: none"> 1) <i>Essentials of Business Communication</i> by Rajendra Pal & J.S. Korlahalli (Sultan Chand & Sons) 2) <i>An Intermediate English Practice Book</i> by S. Pit Corder (Longman) 					
Teaching Methodology	Class work, Discussion, Self-Study, Assignment					
Evaluation Method	This course has 02 credits during the semester. The internal evaluation will be out of 20 marks, based on Unit Test marks, Library assignments and Attendance marks; while the external evaluation will be out of 50 marks at the university examination.					

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Distribution of Marks for the University Examination**50 Marks**

1. Short answer type questions based on the skills taught. (any 5 out of 7) **(10 marks)**

2.(A) Dialogue Writing from Unit-2 (any 1 out of 2) **(07 marks)**

(from SPOKEN ENGLISH: A Foundation Course Part-I by K. Sadanand & S. Punitha) Module II & III

(B) Narration of a situation or a case to illustrate the application of a particular skill. (any 1 out of 2) **(07 marks)**

3.(A) Review Writing – book / film (any 1 out of 2) **(08 marks)**

(B) Report Writing – Individual / Business (any 1 out of 2) **(08 marks)**

4 Do as directed: from Unit-1 **(10 marks)**

- Word Formation (Affixation) Ask 3 (3 marks)
- Use the words appropriately - Ask 2 (2 marks)
- Objectives on grammar topics – Ask 5 (5 marks)
- (noun / adjective / adverb / verb / pronoun)

B.Sc. / Sem-IV:**TEXT 1: ENGLISH & SOFT SKILLS – 1:S.P DHANAVEL (OB)****TEXT 2: SPOKEN ENGLISH: A FOUNDATION COURSE P -1 SADANAND & PUNITHA (OB)**

Course Code	
Course Title	Written & Spoken Communication Skills
Credit	2
Teaching per Week	2 hours
Minimum weeks per Semester	14 (including class work, examination, preparation, Holidays etc.)
Effective From	June 2022
Purpose of Course	To enhance language and soft skills among students
Course Objective	<ul style="list-style-type: none">• To help students acquire and practise the soft skills and values they will need in their professional lives.• To help bridge the gap between the teaching-learning situation in the classroom and the professional expectations current in industry• To help develop the oral communication skills of second language learners and also focus on cross-cultural communication.• To teach various aspects of language to students
Course Outcomes	<p>CO1: Students will learn the interlinked soft skills like listening, teamwork, visionary leadership, emotional intelligence, assertiveness, problem-solving, customer relations, non-verbal communication and written communication. The values like self-esteem, empathy, positivity, honesty and reliability could be inculcated among them.</p> <p>CO2: Students will develop greater accuracy in oral communication for routine as well as special situations. They will learn socially appropriate language and later extend its use to situations in daily life.</p> <p>CO3: Students will be able to understand various aspects of language like word formation and grammar.</p>

Mapping between COs with PSOs		PSO1	PSO2	PSO3	PSO4	PSO5
	CO1					
	CO2					
	CO3					
Pre-requisite	Acquaintance with basic grammar and language skills					
Course Content	<p>TEXTBOOK-1: ENGLISH AND SOFT SKILLS VOLUME-1 by S.P. Dhanavel (To enhance students' soft skills) (Orient Blackswan)</p> <p>TEXTBOOK-2: SPOKEN ENGLISH: A Foundation Course Part-I by K. Sadanand & S.Punitha (Orient Blackswan)</p> <ul style="list-style-type: none"> • Chapters 6, 7, 9, 10 (from TEXTBOOK-1) • Dialogue Writing (from TEXTBOOK-2) Module IV & V • Interview Skills • Resume / Curriculum Vitae (C.V.) 					
Reference Books	<p>1) <i>An Intermediate English Practice Book by S. Pit Corder (Longman)</i></p> <p>2) <i>Communication Skills in English by Sachin Labade et al. (Orient Blackswan)</i></p> <p>3) <i>Essentials of Business Communication by Rajendra Pal & J.S. Korlahalli (Sultan Chand & Sons)</i></p>					
Teaching Methodology	Class work, Discussion, Self-Study, Assignment					
Evaluation Method	This course has 02 credits during the semester. The internalevaluation will be out of 20 marks, based on Unit Test marks, Library assignments and Attendance marks; while the external evaluation will be out of 50 marks at the university examination.					
Distribution of Marks for the University Examination					50 Marks	
1. Short answer type questions based on the skills taught. (any 5 out of 7)					(10marks)	
(A) Dialogue Writing from Unit-2 (any 1 out of 2)					(07marks)	
(from SPOKEN ENGLISH Part-I: A Foundation Course by K. Sadanand & S. Punitha) Module IV & V						
2. (B) Narration of a situation or a case to illustrate the application of a particular skill. (any 1 out of 2)					(07 marks)	
3. (A) Interviews (any 1 out of 2)					(08 marks)	
(B) Resume / Curriculum Vitae (any 1 out of 2)					(08 marks)	
4. Do as directed: from Unit-1					(10 marks)	
Preposition / Conjunction - Ask 2 (2 marks)						
Direct-Indirect Speech - Ask 2 (2 marks)						
Fixed Expression / Yes-No que. / Wh que. - Ask 3(3 marks)						
Error Analysis – Ask 3 (3 marks)						

VEER NARMAD SOUTH GUJARAT UNIVERSITY
SYLLABUS FOR FOUNDATION COURSE IN ENGLISH
FOR B.Sc.(REGULAR) SEMESTER V & VI
FOR THE ACADEMIC YEARS -2022.-23 TO 2024-25

B.Sc. / Sem-V

TEXT 1 : ENGLISH & SOFT SKILLS – 2 :S.P DHANAVEL (OB)

TEXT 2 : SPOKEN ENGLISH : A FOUNDATION COURSE P -2 SADANAND & PUNITHA (OB)

Course Code	
Course Title	Written & Spoken Communication Skills
Credit	2
Teaching per Week	2 hours
Minimum weeks per Semester	14 (including class work, examination, preparation, holidays etc.)
Effective From	June 2022
Purpose of Course	To make students competent and employable
Course Objective	<ul style="list-style-type: none"> • To enable students to become job-ready, enhance their employability and fulfill their social and economic aspirations through language and soft skills. • To prepare students to enter the mainstream and compete with those who are proficient and conversant in English. • To prepare students for various competitive exams.
Course Outcomes	<p>CO1: Students will learn soft skills and holistic approach towards positive professionalism.</p> <p>CO2: Students will learn various aspects of language like vocabulary, phrasal verbs and idiomatic expressions and become proficient language users.</p> <p>CO3: Students will get prepared for subjective questions as well as objective grammar questions and vocabulary for various competitive exams.</p>

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Mapping between COs with PSOs		PSO1	PSO2	PSO3	PSO4	PSO5
	CO1					
	CO2					
	CO3					
Pre-requisite	Acquaintance with basic grammar and language skills					
Course Content	<p>TEXTBOOK-1: ENGLISH AND SOFT SKILLS VOLUME-2 by S.P. Dhanavel (To enhance students' employability skills) (Orient Blackswan)</p> <p>TEXTBOOK-2: SPOKEN ENGLISH: A Foundation Course Part-II by K. Sadanand & S. Punitha (Orient Blackswan)</p> <ul style="list-style-type: none"> • Chapters 1, 2, 3, 5 (from TEXTBOOK-1) • Dialogue Writing (from TEXTBOOK-2) Module VI & VII • Questionnaire (academic, social, socio-economical, commercial) • Group Discussion 					
Reference Books	<p>1) <i>An Intermediate English Practice Book by S. Pit Corder (Longman)</i></p> <p>2) <i>Communication Skills in English by Sachin Labade et al. (Orient Blackswan)</i></p>					
Teaching Methodology	Class work, Discussion, Self-Study, Assignment					
Evaluation Method	This course has 02 credits during the semester. The internal evaluation will be out of 20 marks, based on Unit Test marks, Library assignments and Attendance marks; while the external evaluation will be out of 50 marks at the university examination.					
Distribution of Marks for the University Examination					50 Marks	
1 Short answer type questions based on the skills taught. (any 5 out of 7) (10 marks)						
2(A) Dialogue Writing from Unit-2 (any 1 out of 2) (07 marks) (from SPOKEN ENGLISH: A Foundation Course Part-II by K. Sadanand & S. Punitha) Module VI & VII						
(B) Narration of a situation or a case to illustrate the application of a particular skill. (any 1 out of 2) (07 Marks)						
3. (A) Questionnaire (any 1 out of 2) (09 marks)						
(B) Group Discussion (any 1 out of 2) (09 marks)						
4. Do as directed: (08 marks)						
Phrasal Verbs – (any 2 out of 4) (04 marks)						
Idioms - (any 2 out of 4) (04 marks)						

B.Sc. / Sem-VI

TEXT 1 : ENGLISH & SOFT SKILLS – 2 :S.P DHANAVEL (OB)

TEXT 2 : SPOKEN ENGLISH : A FOUNDATION COURSE P -2 SADANAND & PUNITHA (OB)

Course Code	
Course Title	Written & Spoken Communication Skills
Credit	2
Teaching per Week	2 hours
Minimum weeks per Semester	14 (including class work, examination, preparation, holidays etc.)
Effective From	June 2022
Purpose of Course	To make students competent and employable
Course Objective	<ul style="list-style-type: none">• To enable students to become job-ready, enhance their employability and fulfil their social and economic aspirations through language and soft skills.• To prepare students to enter the mainstream and compete with those who are proficient and conversant in English.• To prepare students for various competitive exams.
Course Outcomes	<p>CO1: Students will learn soft skills and holistic approach towards positive professionalism.</p> <p>CO2: Students will learn various aspects of language like vocabulary, phrasal verbs and idiomatic expressions and become proficient language users.</p> <p>CO3: Students will get prepared for subjective questions as well as objective grammar and vocabulary questions for various competitive exams.</p>

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Mapping between COs with PSOs		PSO1	PSO2	PSO3	PSO4	PSO5
	CO1					
	CO2					
	CO3					
Pre-requisite	Acquaintance with basic grammar and language skills					
Course Content	<p>TEXTBOOK-1: ENGLISH AND SOFT SKILLS VOLUME-2 by S.P. Dhanavel (To enhance students' employability skills) (Orient Blackswan)</p> <p>TEXTBOOK-2: SPOKEN ENGLISH: A Foundation Course Part-II by K. Sadanand & S. Punitha (Orient Blackswan)</p> <ul style="list-style-type: none"> • Chapters 6, 8, 9, 10 (from TEXTBOOK-1) • Dialogue Writing (from TEXTBOOK-2) Module IX & X • Notice, Agenda and Minutes Writing • Power point Presentation (with bullet points in slides & script of presentation below each slide) 					
Reference Books	<ol style="list-style-type: none"> 1) <i>An Intermediate English Practice Book by S. Pit Corder (Longman)</i> 2) <i>Essentials of Business Communication by Rajendra Pal & J.S. Korlahalli (Sultan Chand & Sons)</i> 3) <i>Communication Skills in English by Sachin Labade et al. (Orient Blackswan)</i> 					
Teaching Methodology	Class work, Discussion, Self-Study, Assignment					
Evaluation Method	This course has 02 credits during the semester. The internal evaluation will be out of 20 marks, based on Unit Test marks, Library assignments and Attendance marks; while the external evaluation will be out of 50 marks at the university examination.					
Distribution of Marks for the University Examination						50marks
1 Short answer type questions based on the skills taught. (any 5 out of 7)						10 marks
2. (A) Dialogue Writing from Unit-2 (any 1 out of 2)marks) (from SPOKEN ENGLISH: A Foundation Course Part-II by K. Sadanand & S. Punitha) Module IX & X						
(B) Narration of a situation or a case to illustrate the application of a particular skill. (any 1 out of 2)						(07 marks)
3. (A) Notice & Agenda / Minutes (any 1 out of 2)						(09 marks)
(B) Presentation (any 1 out of 2)						(09 marks)
4. Do as directed:						(08 marks)
Phrasal Verbs – (any 2 out of 4)(4 marks)						
Idioms - (any 2 out of 4)(4 marks)						

VEER NARMAD SOUTH GUJARAT UNIVERSITY

SYLLABUS FOR FOUNDATION COURSE IN ENGLISH FOR B.SC. SEMESTER I & II FOR THE ACADEMIC YEARS -2022 -23 TO 2024-25

LANGUAGE THROUGH LITERATURE (LTL)

SEM 1 : Text: *Epiphanies* (Orient BlackSwan)

Course Code																									
Course Title	Foundation Course in English (Language Through Literature – SEM I & II)																								
Credit	2 Credits																								
Teaching per Week	2 Hours																								
Minimum weeks per Semester	14(Including Class work, examination, preparation, holidays etc.)																								
Last Review / Revision	June 2022																								
Purpose of Course	To inculcate language skills, communication skills and writing skills in English among the students.																								
Course Objective	To make students acquainted with language and grammar skills in English .																								
Course Outcomes	CO1: Students will be able to know the importance and need of communication skills and ways to cultivate the same. CO2 : Students will be able to learn language and grammar skills through the medium of English literature. CO3: Students will get acquainted with human experiences and issues and how to cope up with the same.																								
Mapping between COs with PSOs	<table border="1"><thead><tr><th></th><th>PSO1</th><th>PSO2</th><th>PSO3</th><th>PSO4</th><th>PSO5</th></tr></thead><tbody><tr><td>CO1</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>CO2</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>CO3</td><td></td><td></td><td></td><td></td><td></td></tr></tbody></table>		PSO1	PSO2	PSO3	PSO4	PSO5	CO1						CO2						CO3					
	PSO1	PSO2	PSO3	PSO4	PSO5																				
CO1																									
CO2																									
CO3																									
Pre-requisite	Basic Knowledge of English																								
Course Out come	After studying the course, students will be able to develop improved critical , analytical and communication and language skills to meet the challenging demands of life and career in recent era.																								

<p>Course Content (Semester- I)</p>	<p><u>Unit : 1 : Poetry</u></p> <ol style="list-style-type: none"> 1. Invictus – William Ernest Henely 2. The Builders – Henry Wadsworth Longfellow 3. Stay Calm - Grenville kleiser <p><u>Unit 2: Fiction and Non-fiction</u></p> <ol style="list-style-type: none"> 1. The Model Millionaire – Oscar Wilde 2. The Monkey’s Paw - William Wymark Jacobs <p><u>Unit : 3: Writing Skills</u></p> <ol style="list-style-type: none"> 1.Emails 2. Speeches <p>* Only welcome, farewell and orientation speeches from the examples and exercise shall be included. *Argumentative speeches shall be omitted.</p> <ol style="list-style-type: none"> 3.Views and Opinions <p><u>Unit : 4: Language Study</u></p> <ol style="list-style-type: none"> 1. Nouns 2 Pronouns 3 Verbs 4. Adjective 5. Adverbs
<p>Main Reading (Text)</p>	<p><i>Epiphanies (Orient BlackSwan)</i></p>

Reference Books	<p>1. Sanjay, Kumar., Pushp, Lata., <i>Communication Skills</i> Oxford Higher Education, 2nd Ed. OUP, 2015.</p> <p>2. Kamlesh Sadanand, Susheela Punitha. <i>Spoken English: A Foundation Course Part 1</i>. Hyderabad: Orient Blackswan, 2014. English.</p> <p>3. Kamlesh Sadanand, Susheela Punitha. <i>Spoken English: A Foundation Course Part 2</i>. Hyderabad: Orient Blackswan, 2014. English.</p>					
Teaching Methodology	Lectures, Discussion, Self Study, Seminars, Case Study and Assignment					
Evaluation Method	30% Internal assessment 70% External assessment					
Distribution of Marks / weightage for the university exams	Que No	Type of Question	Units	Marks	Weightage (%)	
	1.	Multiple choice questions from poetry only. (10/10)	Unit- 1	10	20%	
	2.	Long / Descriptive question answer from prose only. (1/2)	Unit-2	12	24%	
	3.	<p>A.</p> <p>1. Write an Email on the given topic.</p> <p style="text-align: center;"><u>OR</u></p> <p>2. Express your views and opinion on the following subject. (1/2)</p> <p>B. Write a speech on the following topic. (1/2)</p>	Unit -3.	08 10	36%	
	4	Do as Directed. (Any 10/12)	Unit -4	10	20%	
		The teachers and question-setters are instructed to adhere to the text, the paper style and the distribution of marks.			Total marks-50	100%

SEM 2 : Text: *Epiphanies* (Orient BlackSwan)

**Course Content
(Semester- II)**

Unit 1: Poetry

1. Success is Counted Sweetest – Emily Dickinson
2. The World is Too Much with Us – William Wordsworth
3. No Man is an Island- John Donne

Unit : 2 : Fiction and Non-Fiction

1. Stephen Hawking
2. My Lord , the Baby – Rabindranath Tagore

Unit : 3 : Writing Skills

1. Weave your Idea
2. Interviews
3. Narrating an Experience

Unit:4: Language Study

1. Articles
2. Prepositions
3. Conjunctions
4. Interjections

**Main Reading
(Text)**

***Epiphanies* (Orient BlackSwan)**

Reference Books	1. Pillai Sabina, Fernandez Agna . <i>Soft Skills and Employability Skills</i> . New Delhi: Cambridge University Press, 2019 (Reprint)					
Teaching Methodology	Lectures, Discussion, Self Study, Seminars, Case Study and Assignment					
Evaluation Method	30% Internal assessment 70% External assessment					
Distribution of Marks / weightage for the university exams	Que No	Type of Question	Units	Marks	Weightage (%)	
	1.	Multiple choice questions from poetry only. (10/10)	Unit-1	10	20%	
	2.	Long / Descriptive question answer from prose only. (1/2)	Unit-2	12	24%	
	3.	A . Weave your ideas on the following. <u>OR</u> A. Narrate your experience on the following. (1/2) B. Develop an interview on anyone of the following. (1/2)	Unit- 3	08 10	36%	
	4.	Do as Directed .(10/12)	Unit -4	10	20%	
				Total Marks - 50		
	The teachers and question-setters are instructed to adhere to the text, the paper style and the distribution of marks.					


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VEER NARMAD SOUTH GUJARAT UNIVERSITY

SYLLABUS FOR FOUNDATION COURSE IN ENGLISH FOR B.SC. SEMESTER III & IV

FOR THE ACADEMIC YEARS -2022-23 TO 2024-25

LANGUAGE THROUGH LITERATURE (LTL)

SEM 3 : Text – *Confluence* (Cambridge)

Course Code																									
Course Title	Foundation Course in English (Language Through Literature – SEM III & IV)																								
Credit	2 Credits																								
Teaching per Week	2 Hours																								
Minimum weeks per Semester	14 (Including Class work, examination, preparation, holidays etc.)																								
Last Review / Revision	June -2022																								
Purpose of Course	To enhance the communication skills of the students and to equip them with human values , language skills and knowledge.																								
Course Objective	To cultivate writing skills and communication skills in English through the medium of English literature .																								
Course Outcomes	CO1: Students will be able to learn language and grammar skills through the medium of English literature. CO2 : Students will be able utilize and implement communication skills in their day to day tasks and at the future workplace. CO3: Students will get acquainted with human experiences and issues and will inculcate various ways to cope up with the same.																								
Mapping between COs with PSOs	<table border="1"><thead><tr><th></th><th>PSO1</th><th>PSO2</th><th>PSO3</th><th>PSO4</th><th>PSO5</th></tr></thead><tbody><tr><td>CO1</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>CO2</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>CO3</td><td></td><td></td><td></td><td></td><td></td></tr></tbody></table>		PSO1	PSO2	PSO3	PSO4	PSO5	CO1						CO2						CO3					
	PSO1	PSO2	PSO3	PSO4	PSO5																				
CO1																									
CO2																									
CO3																									
Pre-requisite	Basic Knowledge of English																								
Course Out come	After studying the course, students will be able to learn the function of language components with an improved critical, analytical and communication skills.																								


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<p>Course Content (Semester –III)</p>	<p><u>Unit : 1: Poetry</u></p> <p>1 - Leisure – W.H. Davies</p> <p>2 - The Secret of the Machines – Rudyard Kipling</p> <p>3- Very Indian Poem in Indian English- Nissim Ezekiel</p> <p><u>Unit: 2: Fiction and Non- Fiction</u></p> <p>1- Humanities vs Sciences - S. Radhakrishnan</p> <p>2 -The Boy Who Broke the Bank – Ruskin Bond</p> <p><u>Unit :3 : Composition and Communication skills</u></p> <p>(Unit numbers as allotted in the textbook are mentioned into each bracket.)</p> <ol style="list-style-type: none"> 1. Converting a story into a play/ dialogues.(Unit-3.3) *An abstract from the prescribed story along with exercise given in the textbook shall be utilized for this skill. 2. Filling Form, Letter Writing. (Unit- 3.4) 3. Resumes, Cover letters, Format of a cover letter. (Unit-4.3) <p><u>Unit :4: Vocabulary and Grammar</u></p> <p>(Unit numbers as allotted in the textbook are mentioned into each bracket.)</p> <ol style="list-style-type: none"> 1. Compound words. (Unit-2.1) 2. Commonly confused words, prefixes, suffixes and negative prefixes. (Unit -2.2) 3. Vocabulary – Metonymy (Unit- 2.5) 4. Conversion of Sentences (Active and passive voice) (Unit-2.1) 5. Conversion of word class (Unit -2.2)
<p>Main Reading</p>	<p><i>CONFLUENCE (Cambridge) by K.N.Shoba</i></p>

Reference Books	1. Paul Emmerson. <i>Business English –Handbook Advanced</i> .India:Macmillan Publishers,2007. 2. Norman Whitby. <i>Business Benchmark(Cambridge English)</i> . Cambridge University Press, 2014. 3. Sanjay,Kumar.,Pushp, Lata., <i>Communication Skills</i> Oxford Higher Education,2 nd Ed. OUP,2015 .																																		
Teaching Methodology	Lectures, Discussion, Self Study, Seminars, Case Study and Assignment																																		
Evaluation Method	30% Internal assessment 70% External assessment																																		
Distribution of Marks / weightage for the university exams	<table border="1"> <thead> <tr> <th>Que no</th> <th>Question Type</th> <th>Units</th> <th>Marks</th> <th>Weightage (%)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Multiple choice questions from poetry only (10/10)</td> <td>Unit -1</td> <td>10</td> <td>20%</td> </tr> <tr> <td>2</td> <td>Long / Descriptive question answer from prose/short stories/ non-fiction (1/2)</td> <td>Unit-2</td> <td>12</td> <td>24%</td> </tr> <tr> <td>3</td> <td> A. Convert a given story into a play. OR A Write a letter on the given subject (1/2) B. Resume for job application with cover letter. (1/2) </td> <td>Unit-3</td> <td>08 10</td> <td>36%</td> </tr> <tr> <td>4</td> <td> Do as Directed. (10/12) A. Six questions from vocabulary . (Compound words, Commonly confused words, prefixes, suffixes, negative prefix and metonymy) B. Six questions from grammar. (Conversion of sentences, conversion of word class) </td> <td>Unit-4</td> <td>10</td> <td>20%</td> </tr> <tr> <td></td> <td>The teachers and question-setters are instructed to adhere to the text, the paper style and the distribution of marks.</td> <td></td> <td>Total-50 marks</td> <td>100%</td> </tr> </tbody> </table>					Que no	Question Type	Units	Marks	Weightage (%)	1	Multiple choice questions from poetry only (10/10)	Unit -1	10	20%	2	Long / Descriptive question answer from prose/short stories/ non-fiction (1/2)	Unit-2	12	24%	3	A. Convert a given story into a play. OR A Write a letter on the given subject (1/2) B. Resume for job application with cover letter. (1/2)	Unit-3	08 10	36%	4	Do as Directed. (10/12) A. Six questions from vocabulary . (Compound words, Commonly confused words, prefixes, suffixes, negative prefix and metonymy) B. Six questions from grammar. (Conversion of sentences, conversion of word class)	Unit-4	10	20%		The teachers and question-setters are instructed to adhere to the text, the paper style and the distribution of marks.		Total-50 marks	100%
Que no	Question Type	Units	Marks	Weightage (%)																															
1	Multiple choice questions from poetry only (10/10)	Unit -1	10	20%																															
2	Long / Descriptive question answer from prose/short stories/ non-fiction (1/2)	Unit-2	12	24%																															
3	A. Convert a given story into a play. OR A Write a letter on the given subject (1/2) B. Resume for job application with cover letter. (1/2)	Unit-3	08 10	36%																															
4	Do as Directed. (10/12) A. Six questions from vocabulary . (Compound words, Commonly confused words, prefixes, suffixes, negative prefix and metonymy) B. Six questions from grammar. (Conversion of sentences, conversion of word class)	Unit-4	10	20%																															
	The teachers and question-setters are instructed to adhere to the text, the paper style and the distribution of marks.		Total-50 marks	100%																															


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SEM 4 : Text – *Confluence* (Cambridge)

**Course Content
(Semester –IV)**

UNIT : 1: POETRY

- 1 . Water – Ralph Waldo Emerson
2. Casey at the Bat – Earnest L. Thayer

UNIT : 2: FICTION AND NON-FICTION

- 1 . On the Rule of the Road - A.G. Gardiner
2. Witches' Loaves – O. Henry
3. Facebook is Making Us Miserable- Daniel Gulati

UNIT-3- COMPOSITION AND COMMUNICATION SKILLS

(Unit numbers as allotted in the textbook are mentioned into each bracket.)

1. Writing blogs , Creating vlogs. (Unit -4.1)
2. A. Expressing opinions on contemporary issues (Unit-4.4)
B. Argumentative Essays

Unit-4 – VOCABULARY AND GRAMMMAR

(Unit numbers as allotted in the textbook are mentioned into each bracket.)

1. Selected Literary devices (Unit-1.3)
2. Homonyms, Homophones,
Homographs, Heteronyms (Unit -2.3)
3. Error identification, Types of questions: Wh- and yes/no.
(Unit – 1.3)
4. Gerunds, Participles (Unit-2.3)
5. Phrasal Verbs (Unit-2.4)

Main Reading

***CONFLUENCE* (Cambridge) by K.N.Shoba**

Reference Books	<ol style="list-style-type: none"> 1. Paul Emmerson. <i>Business English –Handbook Advanced</i>.India:Macmillan Publishers,2007. 2. G. Damodar .<i>English for Communication</i>:Cambridge University Press,2021. 3. Communication Skills by Meenakshi Raman and Sangeeta Sharma, Oxford Uni. Press, 2009
Teaching Methodology	Lectures, Discussion, Self Study, Seminars, Case Study and Assignment
Evaluation Method	30% Internal assessment 70% External assessment



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Distribution of Marks / weightage for the university exams				
Que no	Question Type	Units	Marks	Weightage (%)
1	Multiple choice questions from poetry only (10/10)	Unit-1	10	20%
2	Long / Descriptive question answer from prose/short stories/ non-fiction (1/3)	Unit-2	12	24%
3	<p>A. Write a brief argumentative essay on given subject. (1/2)</p> <p>B. Express your opinion on the following.</p> <p style="text-align: center;">OR</p> <p>B. Write a blog /vlog on the given subject.</p>	Unit-3	10 08	36%
4	<p>Do as Directed. (10/12)</p> <p>A. Six questions from vocabulary . (literary devices, homonyms, homophones, homographs, heteronyms,)</p> <p>B. Six questions from grammar . (error identification, Types of questions- Wh –and yes/no, gerunds, participles, phrasal verbs)</p>	Unit-4	10	20%
	The teachers and question-setters are instructed to adhere to the text, the paper style and the distribution of marks.		Total-50 marks	100%


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SYLLABUS FOR FOUNDATION COURSE IN ENGLISH FOR B.SC. SEMESTER V& VI FOR THE ACADEMIC YEARS -2022-23 TO 2024-25.

LANGUAGE THROUGH LITERATURE (LTL)

SEM 5 : Text: *Literary Quest* (Orient BlackSwan)

Course Code																									
Course Title	Foundation Course in English (Language Through Literature – SEM V & 6)																								
Credit	2 Credits																								
Teaching per Week	2 Hours																								
Minimum weeks per Semester	14 (Including Class work, examination, preparation, holidays etc.)																								
Last Review / Revision	June 2022																								
Purpose of Course	To prepare the students for placement and beyond through inculcating language skills, communication skills and employability skills in them.																								
Course Objective	To make students ready for employability through inculcating important soft skills, public speaking skills and communication skills in them.																								
Course Outcomes	CO1 : Students will be able to know the importance and need of Soft-skills and ways to cultivate the same. CO2 : Students will be able to learn language and grammar skills through the medium of English literature. CO3: Students will get acquainted with human experiences and issues and how to cope up with the same.																								
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CO1																									
CO2																									
CO3																									
Pre-requisite	Basic Knowledge of English																								
Course Out come	After studying the course, students will be able to develop improved critical , analytical and communication skills along with managerial skills and language skills to meet the challenging demands of life and career in recent era.																								


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Course Content (Semester- V)	<p><u>Unit 1: Prose and Poetry</u></p> <ol style="list-style-type: none"> 1.Addresses at the Parliament of the World’s Religions – Swami Vivekananda 2. Mother Teresa – F.G.Herod 3.Stay Calm - Grenville Kleiser 4.Money Madness – D.H.Lawrence 5. The Ballad of Father Gilligan- W.B.Yeats <p><u>Unit : 2 : Grammar</u></p> <ol style="list-style-type: none"> 6. Subject –Verb Agreement 7. Degrees of comparison <p><u>Unit : 3 : Communication Skills</u></p> <ol style="list-style-type: none"> 1.Public Speaking <p>* Topics to be omitted : welcome speech , farewell speech and orientation speech * Topics to be included: Argumentative and expository speeches on ragging, working of generators, CPR, banning smoking in public and vote of thanks speeches.</p> <ol style="list-style-type: none"> 2.Debating 3. Information Transfer : Interpreting Charts , Diagrams and Maps
Main Reading (Text)	Literary Quest (Orient BlackSwan)
Reference Books	<ol style="list-style-type: none"> 1.Sanjay,Kumar.,Pushp, Lata., <i>Communication Skills</i> Oxford Higher Education,2nd Ed. OUP,2015. 2.Kamlesh Sadanand, Susheela Punitha. <i>Spoken English: A Foundation Course Part 1</i>. Hyderabad: Orient Blackswan, 2014. English. 3.Kamlesh Sadanand, Susheela Punitha. <i>Spoken English: A Foundation Course Part 2</i>. Hyderabad: Orient Blackswan, 2014. English. 4. Laws, Anne. <i>Writing Skills</i>. Hyderabad: Orient Blackswan, 2011. English.
Teaching Methodology	Lectures, Discussion, Self Study, Seminars, Case Study and Assignment

Evaluation Method	30% Internal assessment 70% External assessment				
Distribution of Marks / Weightage for the university exams	Que No	Type of Question	Units	Marks	Weightage (%)
	1.	Multiple choice questions from poetry only. (10/10)	Unit -1 -poetry only	10	20%
	2.	Long / Descriptive question answer from prose only. (1/2)	Unit-1 -prose only	12	24%
	3.	A. Interpret the following diagram and write a brief description. (1/2) B. Write a speech on the following topic. (1/2) <u>OR</u> 2. Develop a debate on any one of the following. .(1/2)	Unit -3	08	36%
	4.	Do as Directed . (Any 10/12)	Unit -2	10	20%
		The teachers and question-setters are instructed to adhere to the text, the paper style and the distribution of marks.		Total marks-50	100%


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SEM 6 : Text: *Literary Quest* (Orient BlackSwan)

**Course Content
(Semester- VI)**

Unit 1: Prose and Poetry

1. Values in Life – Rudyard Kipling
2. Spoken English and Broken English- George Bernard Shaw
3. My Grandmother’s House- Kamla Das
4. O Captain! My Captain!- Walt Whitman
5. Upagupta – Rabindranath Tagore

Unit : 2 : Grammar

1. Word Formation
2. Synonyms and Antonyms

Unit : 3 : Employability Skills

1. Leadership Skills
2. Teamwork Skills
3. Role Play (From Unit -2 ,Sem-5)
4. Research Methodology

**Main Reading
(Text)**

Literary Quest (Orient BlackSwan)


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Reference Books	<ol style="list-style-type: none"> 1. Pillai Sabina, Fernandez Agna . <i>Soft Skills and Employability Skills</i>. New Delhi: Cambridge University Press, 2019 (Reprint) 2. Kamlesh Sadanand, Susheela Punitha. <i>Spoken English: A Foundation Course Part 1</i>. Hyderabad: Orient Blackswan, 2014. English. 3. Kamlesh Sadanand, Susheela Punitha. <i>Spoken English: A Foundation Course Part 2</i>. Hyderabad: Orient Blackswan, 2014. English. 4. Kumar, Sanjay. <i>Communication Skills</i>. Pushpa lata, n.d. English medium 5. Laws, Anne. <i>Writing Skills</i>. Hyderabad: Orient Blackswan, 2011. English. 					
Teaching Methodology	Lectures, Discussion, Self Study, Seminars, Case Study and Assignment					
Evaluation Method	30% Internal assessment 70% External assessment					
Distribution of Marks / Weightage for the university exams	Que No	Type of Question	Units	Marks	Weightage (%)	
	1.	Multiple choice questions from poetry only. (10/10)	Unit -1 (Poetry only)	10	20%	
	2.	Long / Descriptive question answer from prose only. (1/2)	Unit-1 (Prose only)	12	24%	
	3.	A . Develop dialogues on any one of the following. (1/2) B. Detailed Question –Answer. (1/2) (From leadership skills, teamwork skills and research methodology)	Unit-3	08 10	36%	
	4.	Do as Directed .(10/12)	Unit -2	10	20%	
				Total Marks - 50		
The teachers and question-setters are instructed to adhere to the text, the paper style and the distribution of marks.						


 Dr. G.K. Nanda