



(For Candidates admitted from the academic year 2021-22 onwards)

HOLY CROSS COLLEGE (AUTONOMOUS)

TIRUCHIRAPPALLI-620002

SCHOOL OF HUMANITIES

PG & RESEARCH DEPARTMENT OF ENGLISH

CHOICE BASED CREDIT SYSTEM

LEARNING OUTCOMES-BASED CURRICULUM FRAMEWORK (LOCF)

Programme Outcomes (POs)

- PO1** Demonstrate ability and attitude to acquire knowledge and skills in the advancing global scenario to apply them effectively and ethically for professional and social development.
- PO2** Involve in research and innovative endeavours and share their findings for the wellbeing of the society.
- PO3** Work effectively in teams and take up leadership in multi-cultural milieu.
- PO4** Act with moral, ethical and social values in any situation.
- PO5** Excel as empowered woman to empower women.
- PO6** Participate in activities towards environmental sustainability goals as responsible citizens.
- PO7** Pursue higher studies in the related field of sciences and humanities.
- PO8** Integrate and apply historical facts and literary perspective of life to understand real life situations and work environment.
- PO9** Demonstrate proficiency in literary and linguistic skills in the present scenario and political intelligence to build better citizenship.

Programme Specific Outcomes (PSOs)

- PSO 1** Demonstrate critical and creative acumen and interest in the creation of original literary works.
- PSO 2** Exhibit competency in the skills of language and Linguistics as Professionals.
- PSO 3** Imbibe the values and virtues of life embedded in literary works and apply them in life's experiences.

(For Candidates admitted from June 2021 onwards)
HOLY CROSS COLLEGE (AUTONOMOUS), TIRUCHIRAPPALLI – 620 002
SCHOOL OF HUMANITIES
RESEARCH DEPARTMENT OF ENGLISH
CHOICE BASED CREDIT SYSTEM
LEARNING OUTCOMES-BASED CURRICULUM FRAMEWORK (LOCF)
UG COURSE PATTERN

Semester	Part	Course	Title of the Course	Code	Hours / Week	Credits	Marks
I	I	Language	Tamil Paper-I/ Hindi Paper-I/ French Paper-I	U21TL1TAM01 U21HN1HIN01 U21FR1FRE01	3	3	100
	II	English	General English-I	U21EL1GEN01	3	3	100
	III	Major Core-1	Short Stories	U21EL1MCT01	6	5	100
		Major Core- 2	Children's Literature	U21EL1MCT02	5	4	100
		Allied-1	Writer and Society I	U21EL1ALT01	4	2	100
		Allied-2	Literary Forms	U21EL1ALT02	4	2	100
	IV	Environmental Studies	Environmental Studies	U21RE1EST01	2	1	100
		MSBE-1	The Art of Public Speaking	U21EL1SBT01	2	1	100
		Value Education	Ethics-I/ Bible Studies-I/ Catechism-I	U21VE2LVE01/ U21VE2LVB01/ U21VE2LVC01	1	-	-
		Service Oriented Course			-	-	-
	Extra Credit	Internship/Field Work/Field Project - 30 hours Extra Credit	U21SP1ECC01	-	2	100	
		TOTAL		30	23	900	

Se m	Part	Course	Title of the Course	Code	Hrs/ Week	Credits	Marks
II	I	Language	Tamil II/ Hindi II/ French Paper II	U21TL2TAM02 U21HN2HIN02 U21FR2FRE02	3	3	100
	II	English	General English II	U21EL2GEN02	3	3	100
	III	Major Core- 3	Introduction to American Literature	U21EL2MCT03	5	4	100
		Major Core- 4	Indian English Literature	U21EL2MCT04	5	3	100
		Major Core – 5	Myth in Literature	U21EL2MCT05	4	3	100
		Allied-3	Writer and Society till 2010	U21EL2ALT03	4	3	100
	IV	SBC- 1	Soft Skills Development	U21RE2SBT01	2	1	100
		SBC- 2	Sustainable Rural Development and Student Social Responsibility	U21RE2SBT02	2	1	100
		Industrial Relations	English for Tourism	U21EL2ETT01	1	1	100
		Value Education	Ethics I/ Bible Studies I/ Catechism I	U21VE2LVE01/ U21VE2LVB01 / U21VE2LVC01	1	1	100
	Extra Credit	Internship/Field Work/Field Project - 30 hours Extra Credit	U21SP2ECC02			2	100
		TOTAL		30	25	1100	

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SCHOOL OF HUMANITIES
PG & RESEARCH DEPARTMENT OF ENGLISH
CHOICE BASED CREDIT SYSTEM
LEARNING OUTCOMES-BASED CURRICULUM
FRAMEWORK (LOCF)
B.A. ENGLISH (2021-24 BATCH)
First Year - Semester – I

Course Title	Part II – English – General English I
Code	U21EL1GEN01
Course Type	Theory
Hours/Week	3
Credits	3
Marks	100

CONSPECTUS

To enable the students to develop their LSRW skills so that they can communicate their feelings, ideas and express their own opinions in their daily lives

COURSE OBJECTIVES

1. To understand the LSRW and advanced communication skills in the context required in their daily life
2. To apply the art of positivity, by learning to express oneself and feeling interconnected to the world around
3. To analyze how English is used in literary writing and imbibe the spirit of using it in standard language for communication
4. To apply the art of communicating and expressing opinions with others
5. To create one's own writing technique

SYLLABUS

UNITI- I, ME, MYSELF

Listening- to specific information about instructions and directions

Speaking -about oneself, family and friends, likes, dislikes, strengths, weaknesses, profession, talents, emotions, feelings, incidents, reactions, opinions, views, aim, vision

Reading - for local comprehension

Writing- paragraph guided

Grammar- articles, prepositions, punctuation

Vocabulary- meanings, synonyms, antonyms

Composition– guided creative writing

TEXT

1. *The Mayonnaise Jar*

UNIT II-MY FAMILY AND FRIENDS

Listening to identify the persons/places/things from descriptions

Speaking- describing incidents, traits of a person, analyzing the nature of a person

Reading - to get specific information and to analyze characters

Writing -letters (personal), paragraphs-family profile and history

Grammar-adjectives and verbs

Vocabulary-synonyms and antonymsin context

Composition-guided paragraph

TEXT

1. *Will you, Daddy?* (Story from the Reader's Digest)

UNIT III – THE WORLD AROUND ME

Listening - to identify specific information

Speaking – discussing and expressing opinions

Reading - to infer meaning from description

Writing -descriptive and Diary writing

Grammar -uses of 'be' Verbs–subject verb concord

Vocabulary- coining new words with Prefix and suffix- converting one part of speech to another

Composition- Essay writing

TEXT

1. *Floating Fantasy* by Vinu Abraham (Prose)

UNIT IV- MY CONCERN AND RESPONSIBILITIES

Listening - to short speeches and getting main concern-Global comprehension

Speaking- expressing opinions, concerns and responsibilities

Reading -to detect one's perspective

Writing -debate and Dialogue

Grammar- sentence patterns (5basic types)

Vocabulary- appropriate words in the context, coinage of new words, use of phrases

Composition-imaginative writing

TEXT

1. *What I have lived for?* By Bernard Russell

UNIT- V- MY PROFESSIONAL WORLD

Listening - to short profile to get details –global comprehension

Speaking - discussion on secrets of success learnt from success stories

Reading -to trace the development and analyze the ratio of development

Writing - resume and E-mail writing

Grammar- four Types of sentences

Vocabulary- idioms and phrases- meaning

Composition– formal and imaginative writing

TEXT

1. Success story of Indra Krishnamoorthy Nooyi

TEXT BOOK

Enriching Communication Skills in English Volume I by PG & Research
Department of English, Holy Cross College (Autonomous) Tiruchirappalli
ISBN978-93

SUGGESTED READINGS

1. Murphy, Kate. *You're Not Listening: What You're Missing and Why It Matters*. Celadon Books, 2020.
2. Greenall, Simon., Michael Swan. *Effective Reading Teacher's book: Reading Skills for Advanced Students*. Cambridge University Press, 1986.
3. Dale Carnegie, *The Quick and Easy Way to Effective Speaking*. Samaira Publishers, 2019.
4. Chiang, Ted. *Stories of Your Life and Others*. Small Beer Press, 2010.
5. Murphy. *Intermediate English Grammar with Answers*. Cambridge University Press, 1999.

WEB REFERENCES

1. <https://www.bbc.co.uk/learningenglish/>
2. <https://easyworldofenglish.com/courses/readings-level-1/>
3. <https://www.languageguide.org/english/>

Note: Learners are advised to use latest editions of books

COURSE OUTCOMES

CO No.	Course Outcomes	Cognitive Level (K1-K6)
CO-1	Demonstrate etiquette of speaking skills when they participate in discussions, describe incidents and express opinions	K2
CO-2	Develop listening skills to decipher specific information to global comprehension, apply the reading skills to comprehend passages from simple to complex and analyze the logical coherence of ideas.	K3
CO-3	Discover the writing skills from guided writing of paragraphs on general topics to free creative writing.	K4
CO-4	Appraise the use of functional grammar and vocabulary in appropriate contexts and reproduce them in communication.	K5
CO-5	Create life stories and incidents based on virtues, values and strategies of success for life imbibed from the text.	K6

(K1=Remember, K2=Understand, K3=Apply, K4=Analyze, K5=Evaluate, K6=Create)

MAPPING

PO – CO MAPPING

CO/PO	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9
CO-1	H	L	M	M	L	M	H	M	H
CO-2	H	L	M	M	M	M	H	H	H
CO-3	H	L	L	M	M	M	H	L	H
CO-4	H	H	M	M	H	M	H	M	H
CO-5	H	L	H	M	M	L	H	H	H

High Correlation: (20) – 44.4% Moderate Correlation: (17) – 37.7% Low Correlation: (8) 17.7%

PSO – CO MAPPING

CO/PSO	PSO 1	PSO 2	PSO 3
CO-1	H	H	M
CO-2	H	H	H
CO-3	H	H	H
CO-4	H	H	H
CO-5	H	H	M

High Correlation: (13) – 87% Moderate Correlation: (2) – 13 %

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SCHOOL OF HUMANITIES
PG & RESEARCH DEPARTMENT OF ENGLISH
CHOICE BASED CREDIT SYSTEM
LEARNING OUTCOMES-BASED CURRICULUM FRAMEWORK
(LOCF)

B.A. ENGLISH (2021-24 BATCH)
First Year - Semester – II

Course Title	PART II - ENGLISH – GENERAL ENGLISH II
Code	U21EL2GEN02
Course Type	Theory
Semester	II
Hours/Week	3
Total Hours	45
Credits	3
Marks	100

CONSPECTUS

To enable the students to develop further their existing communicative skills and enhance their ability to think and express themselves critically using the English language.

COURSE OBJECTIVES

1. To understand the LSRW skills and advanced communication skills required in their daily life.
2. To help the learner to analyze their strengths, weakness, opportunities and threats in life.
3. To analyze how the English language is used in the prescribed texts.
4. To help the learner to inculcate and develop their communication skills.
5. To understand the nuances of etiquette in speaking and writing with the help of grammar, vocabulary and literary texts.

SYLLABUS

UNIT I – SELF

9 Hrs

1.1 - Reading – Global Comprehension-Analysis of character

Text–*The Owl who was a God* - James Thurber (Story)

1.2-Writing about oneself (autobiography)

Text - *Wings of Fire* – Chapter I -Dr.A.P.J.Abdul Kalam (Prose)

1.3 - Grammar - Revision - Articles, Prepositions, Adjectives and Adverbs.

1.4 - Vocabulary - Meanings, Synonyms, Antonyms in context.

1.5-Composition – Autobiography and Proverb Expansion.

Extra Reading/Key words: Listening - to infer the feelings expressed.

Speaking–Analysing experiences, expectations, disappointments in relationships and expressing opinions.

UNIT II – STRENGTHS

9 Hrs

2.1-Speaking - Telephone Etiquette

2.2-Writing - Writing about one's strengths and weaknesses, Have's and Have not's-a process of doing something- Letter writing - informal letters

Text – *Androcles and the Lion* – George Bernard Shaw

2.3-Grammar - Subject verb agreement, Sentence Pattern

2.4-Vocabulary –Synonyms, Antonyms, One word substitute in the context

2.5-Composition- General essay

Extra Activities/Key words:

Listening - to a process and understanding the steps

Reading - Loud reading with pause, intonation and expression, reading for comprehension and analysis.

UNIT III - POSITIVE SHORTCOMINGS9 Hrs

3.1-Speaking - Discussion on have's & have not's, understanding the strengths and overcoming the weaknesses

Text - *Six Thinking Hats* - Edward de Bono (Prose)

3.2 – Reading - Newspapers, articles, magazines, anecdotes for global and specific analytical thinking:

Text– *A Cup of Tea*– Katherine Mansfield Beauchamp (Story)

3.3-Grammar - Tenses, Direct and Indirect Speech

3.4-Vocabulary - Synonyms, Antonyms, Compound words

3.5-Composition - General essay

Extra Activities/Key words: Listening- to facts and opinions and trying to differentiate it

Writing - Complaint, Travelogue, dialogue and e mail

UNIT IV – POTENTIALS

9 Hrs

4.1-Speaking - Group Discussion and debate

Text - *Easy Ways to Avoid an Argument*- Sam Horn(Prose)

4.2 – Writing - Letter writing – formal letters and creative writing.

Text -*My heart leaps up when I behold* – William Wordsworth (Poem)

4.3 – Grammar -Adjectives, Degrees of Comparisons

4.4-Vocabulary - Synonyms, Antonyms, Idioms and Phrases

4.5 – Composition - General essay

Extra Activities/Key words: Listening- to the description of personalities. **Reading** - Reading for pleasure and for analyzing the potential of the character.

UNIT V OPPORTUNITIES

9 Hrs

5.1-- Listening - Comparisons and arguments

Text - *The Road Not Taken*-Robert Frost

5.2--Speaking - Performance

Text - *On Saying Please*- A.G. Gardiner (Prose)

5.3 – Grammar -Question Tags

5.4 – Vocabulary-Synonyms, Antonyms, Homophones

5.5 – Composition-Essay Writing

Extra Activities/Key words: Reading - In-depth reading **Writing** -Script writing - story to play

Note: Extra Reading / keywords are only for Internal Testing (Seminar/ Assignments)

TEXT BOOK

Enriching Communication Skills in English Volume I by PG &Research Department of English, Holy Cross College (Autonomous) Tiruchirappalli ISBN978-93

SUGGESTED READINGS

1. Murphy, Kate. *You're Not Listening: What You're Missing and Why It Matters*. Celadon Books, 2020.
- 2.Greenall, Simon., Michael Swan. *Effective Reading Teacher's book: Reading Skills for Advanced Students*.Cambridge University Press,1986.
- 3.Dale Carnegie,*The Quick and Easy Way to Effective Speaking*. Samaira Publishers,

2019.

4. Chiang, Ted. *Stories of Your Life and Others*. Small Beer Press, 2010.

5. Murphy. *Intermediate English Grammar with Answers*. Cambridge University Press, 1999.

WEB REFERENCES

1. <https://www.bbc.co.uk/learningenglish/>
2. <https://easyworldofenglish.com/courses/readings-level-1/>
3. <https://www.languageguide.org/english/>

Note: Learners are advised to use latest editions of books

COURSE OUTCOMES

CO No.	Course Outcomes	Cognitive Level
CO 1	Recall the life lessons from the literary texts and remember the rules of Grammar and Vocabulary.	K1
CO 2	Understand oneself in relation with others, develop progressively by inculcating manners and etiquettes from literary pieces.	K2
CO 3	Examine the usage of Grammar and Vocabulary in advance communication and empower their literary and linguistic proficiency.	K3
CO 4	Infer the LSRW skills to actively participate in group discussions and debates and decode the essential values of life from the texts to become environmentally, socially responsible citizens.	K4

(K1=Remember, K2=Understand, K3=Apply, K4=Analyze, K5=Evaluate, K6=Create)

CO/PO MAPPING

CO/PO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9
CO1	H	L	H	H	M	M	H	H	H
CO2	H	L	M	H	M	H	M	H	H
CO3	H	L	M	H	M	M	H	H	H
CO4	H	L	H	H	M	H	H	H	H

CO/PSO MAPPING

CO/PSO	PSO1	PSO2	PSO3
CO1	H	H	H
CO2	H	H	H
CO3	H	H	H
CO4	H	H	H

(For Candidates admitted from the academic year 2021-2022 onwards)
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SCHOOL OF HUMANITIES
PG AND RESEARCH DEPARTMENT OF ENGLISH
CHOICE BASED CREDIT SYSTEM
LEARNING OUTCOMES-BASED CURRICULUM FRAMEWORK (LOCF)
B.A. ENGLISH (2021-24 BATCH)
Second Year - Semester – III

Course Title	PART II – ENGLISH– GENERAL ENGLISH III
Code	U21EL3GEN03
Course Type	Theory
Semester	3
Hours/Week	3
Total Hours	45
Credits	3
Marks	100

CONSPECTUS

To inspire the students to imbibe the values necessary for life and living, by introducing them to texts that teach them the same.

COURSE OBJECTIVES

1. To remember the values stressed upon in the prescribed literary pieces and the rules required for proficiency in oral and written language
2. To understand fine pieces of literature which in turn enhance communicative skills
3. To apply both receptive (reading, listening) and productive (speaking, writing) skills taught through the texts
4. To analyze the importance of human values in the modern world.

5. To evaluate literary pieces and cultivate literary tastes.

UNIT I – LOVE, FAITH AND HOPE

9 HRS

1.1 Reading - For specific and global comprehension

Text—An extract from the Nobel Lecture by Mother Teresa

1.2 Speaking - About one's fear and hope

Text - *The Treasure* by Alice Grey (Taken from *Plant the seed* by Timothy Kendrick)

1.3 Grammar – Reporting speeches

1.4 Vocabulary – Shades of meaning, Idioms and phrases

1.5 Composition – Writing Paragraphs

Extra Reading/Key words:

Listening - For comprehension and general significance

Writing – Creative writing

UNIT II – PERSEVERANCE

9 HRS

2.1 Reading – Read the passage (from encyclopedia) and draw a flowchart / tree diagram [main idea]

Text: *The Perseverance of a Spider.*

2.2 Writing- Parallel writing

Text: *Faith of determination and perseverance* (about Walt Disney)

2.3 Grammar – Descriptive discourse – degrees of comparison (describing person, city, places, things, weather climate)

2.4 Vocabulary – Antonyms, idioms and phrases (10)

2.5 Composition – Creative writing

Extra Reading/Key words:

Listening- for distinguishing / convert / summarize/(interview)

Speaking- A role play on the theme of perseverance (enactment of fables/ folk tales based on the theme)

UNIT III – TOLERANCE/BENEVOLENCE/COMPASSION

9 HRS

3.1 Speaking- For developing / relating (speech)

Text: *Gitanjali* (Poem No. 11) Leave this chanting – Rabindranath Tagore

3.2 Reading – Scan the passage (life of ...) and write down key phrases to sum up [figurative languages]

Text: *The Price of a Miracle in Rainbows follow rain* by Dan Clark

3.3 Grammar – Writing reports of events and processes (voices)

3.4 Vocabulary – Suffixes, idioms and phrases

3.5 Composition – Imaginative writing

Extra Reading/Key words:

Listening- Simulate any personality related to humanity

Writing- Case study / letter writing (personal)

UNIT IV – ESSENTIAL LIFE SKILLS/ RESILIENCE

9 HRS

4.1 Speaking- Interviewing (gap activity) / picture description

Text: Life of Nelson Mandela

4.2 Reading – In-depth reading to classify/ categorize [point of view]

Text: It's cool to be *Kechi*- Juliet Hindell

4.3 Grammar – Analysis of sentences – simple, compound, complex

4.4 Vocabulary – Compound words, idioms and phrases

4.5 Composition – Essay writing (proverb as title)

Extra Reading/Key words:

Listening- for deducing/ illustrating / subdivide to make notes (newspaper article)

Writing- Situational writing

UNIT V – THE ART OF LIVING

9 HRS

5.1 Speaking- Reporting from the magazine / newspaper

Text: The Power of Limitless Living- Robin Sharma

5.2 Reading - Read the passage to draw inference / parallel reading [making connections]

Text: The Art of Understanding Other People by Clarence Hall

5.3 Grammar –‘If’ clause

5.4 Vocabulary – Coinage, idioms and phrases

5.5 Composition – Creative writing/imaginative writing

Extra Reading/Key words:

Listening- For comparing and contrasting (personality/lives of two people)

Writing- Creative writing

Note: Extra Reading / keywords are only for Internal Testing (Seminar/ Assignments)

TEXT BOOK

Enriching Communication Skills in English Volume II by PG & Research Department of English, Holy Cross College (Autonomous), Tiruchirappalli ISBN 978-93

SUGGESTED READINGS

1. Cronin, A. J. *Two Gentlemen of Verona*. **Images of Life**. New Delhi: Cambridge University Press. pp 42-46
2. Wilde, Oscar. *The Selfish Giant*. **Selected works of Oscar Wilde**. New Delhi: Shrijee's book International. 2003. Pp 339 – 32. Print.
3. Tennyson, Alfred Lord. *Home They Brought Her Warrior Dead*. <http://www.poetryfoundation.org/bio/Alfred-Tennyson>. DOA 20th April 2016.
4. Davies, W. M. Henry. *Leisure*. <http://www.poemhunter.com/poem/leisure/>. DOA April 3, 2016.

WEB REFERENCES

1. <https://www.bbc.co.uk/learningenglish/>
2. <https://easyworldofenglish.com/courses/readings-level-1/>
3. <https://www.languageguide.org/english/>

Note: Learners are advised to use latest editions of books

COURSE OUTCOMES

The Learners

CO No.	Course Outcomes	Cognitive Level
CO 1	Recall and remember the values and lessons from the lives of famous /inspirational personalities	K1
CO 2	Understand the common Idioms and phrases and compose creative essays	K2
CO 3	Identify and inspect famous passages from masterpieces in Literature and writing reports using grammar rules	K3
CO 4	Examine passages and indulge in in-depth reading to discover the values presented therein	K4
CO 5	Evaluate comparisons, draw parallels and improve upon their creative writing skills	K5

(K1=Remember, K2=Understand, K3=Apply, K4=Analyze, K5=Evaluate)

PO – CO MAPPING

CO/PO	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9
CO 1	H	M	M	H	M	M	M	H	H
CO 2	H	M	M	M	L	L	M	H	H
CO 3	H	M	M	H	L	L	M	H	H
CO 4	H	M	L	H	M	L	M	L	M
CO 5	H	H	H	H	M	H	H	M	H

PSO – CO MAPPING

CO/PSO	PSO1	PSO2	PSO3
CO1	H	H	H
CO2	H	M	H
CO3	M	H	H
CO4	H	M	H

CO5	H	H	H
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SCHOOL OF HUMANITIES
PG AND RESEARCH DEPARTMENT OF ENGLISH
CHOICE BASED CREDIT SYSTEM
LEARNING OUTCOMES-BASED CURRICULUM FRAMEWORK (LOCF)
B.A. ENGLISH (2021-24 BATCH)
Second Year - Semester – IV

Course Title	Part II- English – General English IV
Total Hours	45
Hours/Week	3
Code	U21EL4GEN04
Course Type	Theory
Credits	3
Marks	100

CONSPECTUS

To enhance the employability skills of the students by developing their LSRW skills and making them job-ready by teaching them essential office and team building skills

COURSE OBJECTIVES

1. To recall the life lessons learnt and develop an interest for self-learning.
2. To understand values related to personal integrity and excellence in work propagated in the literary works
3. To apply both receptive (reading, listening) and productive (speaking, writing) skills through communicative classes
4. To analyse team skills, communication skills and presentation skills.
5. To evaluate her employability skills by acquiring further proficiency in oral and written language

UNIT I – PERSONAL INTEGRITY –HONESTY, DEPENDABILITY, ADAPTABILITY AND LOYALTY

9 HRS

1.1 Reading - For comprehension (inferring a character's method of managing a situation, adaptability and the like)

TEXT: *How far is the river* by Ruskin Bond

1.2 Speaking- About one's action, expressing opinions, character analysis.

TEXT: An excerpt from Shakespeare's *Julius Caesar* Act III Scene II Lines 13 - 33- Antony's speech

1.3 Grammar – Use of appropriate adjectives and adverbs in contexts and reporting speeches

1.4 Vocabulary – Differentiating shades of meaning, use of idioms and phrases in sentences

1.5 Composition – 1. Your thoughts are the architects of your destiny – David O’ Mckay
2. Honesty is the first chapter in the book of wisdom – Thomas Jefferson

Extra Reading/Key words:

Listening - To identify a person’s attitude, values, situation and the decision made.

Writing - Recommendations

UNIT II – KEY TO SUCCESS – SELF-ESTEEM, PERFECTION AND EXCELLENCE

9 HRS

2.1 Speaking – Discussing one’s knowledge about different subjects, learning skills, thirst for knowledge, learning from experiences.

TEXT: *Our urgent need for self-esteem* by Nathaniel Brandon.

2.2 Reading - For comprehension exhibiting higher perception of life’s experiences.

TEXT: *Three questions* by Leo Tolstoy

2.3 Grammar – Use of cohesive devices

2.4 Vocabulary – Figures of speech– simile, metaphor

2.5 Composition –

1. Excellence is not a destination, it is a continuous journey that never ends – Brian Tracy

2. To be perfect is to change often – Winston Churchill

Extra Reading/Key words:

Listening - To differentiate duty from obligation.

Writing - Paragraphs with cause and reason, analyzing motives behind people’s actions and behavior.

UNIT III – TEAM SKILLS

9 HRS

3.1 Speaking –Discussing, questioning, interacting, respecting, sharing and participating.

TEXT: *The Little Black Boy* by William Blake

3.2 Reading for comprehension – absorbing the attitude of the people.

TEXT: *How to get cooperation* by Dale Carnegie.

3.3 Grammar – Use of inverted structures

3.4 Vocabulary –New words in current usage.

3.5 Composition –1. “Talent wins games, but teamwork and intelligence wins championships.”

2. “It takes two flints to make a fire.”

Extra Reading/Key words:

Listening to speaker’s ideas, opinions, and suggestions and analyzing their character.

Writing – personal essays and report writing

UNIT IV – COMMUNICATION SKILLS FOR INTERPERSONAL RELATIONSHIP

9 HRS

4.1 Speaking –Facing interview and situational speeches (Master of ceremony, felicitation and the like).

4.2 Reading - For comprehension to identify the methods of persuasion

TEXT: *The Refund* by Fritz Karinthy

4.3 Grammar – Transformation of sentences.

4.4 Vocabulary – Words related to technical registers.

4.5 Composition –1. Communication is an art form that is crafted throughout our lives.
2. Birds of same feather flock together.

Extra Reading/Key words:

Listening to specific information and guessing

Writing- formal letters and invitations

UNIT V –PRESENTATION SKILLS

9 HRS

5.1 Speaking – Role play in panel discussion, mock parliament and public speaking.

TEXT: An excerpt from Abraham Lincoln’s speech in Gettysburg.

Final Speech as First Lady by Michelle Obama

5.2 Writing - Agenda, minutes, memo, notice, circular, project proposal.

5.3 Grammar – Use of simple, compound, complex, imperative sentences and punctuations.

5.4 Vocabulary – Business terms.

5.5 Composition – Writing a project.

Extra Reading/Key words:

Listening to commands, information, announcements, and discussions in a meeting.

Reading for comprehension.

Note: Extra Reading / keywords are only for Internal Testing (Seminar/ Assignments)

TEXT BOOK

Enriching Communication Skills in English Volume II by PG & Research Department of English, Holy Cross College (Autonomous), Tiruchirappalli ISBN 978-93

SUGGESTED READINGS

1. *Business English*. (2008). Department of English. University of Delhi. Delhi: Pearson Education Print.
2. Farhathullah. (2009). T. M. *English for Business Communication*. Bangalore. Prism Books Pvt. Ltd Print.
3. John, Dolly. (2014). *English for Life and Workplace through the LSRW & T Skills*. Chennai: Pearson Education. Print.

WEB REFERENCES

1. <https://www.bbc.co.uk/learningenglish/>
2. <https://easyworldofenglish.com/courses/readings-level-1/>
3. <https://www.languageguide.org/english/>

Note: Learners are advised to use latest editions of books

COURSE OUTCOMES

The Learners

CO No.	Course Outcomes	Cognitive Level
CO 1	Remember the knowledge about different subjects, learn from experiences and have higher perception of life.	K1
CO 2	Identify the etiquettes and develop the attitude to face interview and deliver situational speeches	K2
CO 3	Apply the intricacies of language and converse fluently, question, interact, share experiences and participate in healthy discussions.	K3
CO 4	Analyse the character of a person's attitude, values, situation, express opinions.	K4
CO 5	Evaluate the employability skills by acquiring further proficiency in oral and written language	K5

(K1= Remember, K2=Understand, K3= Apply, K4=Analyse, K5=Evaluate)

PO – CO MAPPING

CO/PO	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9
CO 1	H	L	L	H	L	M	H	H	H
CO 2	M	M	H	M	L	H	M	M	H
CO 3	H	H	H	H	M	H	M	M	H
CO 4	H	H	H	M	M	H	M	L	M
CO 5	H	H	M	H	M	M	M	H	M

PSO – CO MAPPING

CO/PSO	PSO1	PSO2	PSO3
CO1	H	M	H
CO2	H	H	H
CO3	H	H	H
CO4	H	H	H
CO5	H	H	M

