

Maharshi Dayanand Saraswati University, Ajmer

SYLLABUS

Scheme of Examination and Courses of Study

SEC: English

SKILL ENHANCEMENT COURSE: ENGLISH

for

(B.A. /B.Sc. /B.Com. Part- III)

Semester V and Semester VI

(UG C.B.C.S. Semester System)

w.e.f. Session 2025-26

Scheme of Examination

The question paper for end of semester examination of SEC (English) will be of 70 marks. It will be divided into two parts:

Part-A and Part-B

Part A will consist of 10 compulsory questions from all the three units. Each Question will carry two marks. (10x2=20)

Part B will consist of 10 questions. At least three questions from each unit will be asked. Students will have to answer **five questions** in all selecting at least one question from each unit. Each question will carry ten marks. (10X5=50)

Note- The student has to pass external theory paper i.e. End of Semester Exam (University Exam) and Internal Continuous Assessment (CA) separately.

SKILL ENHANCEMENT COURSE: ENGLISH

For

(B.A. /B.Sc. /B.Com. Part- III)

SEMESTER- FIVE

SEC – Building Career Competence through Grammatical Skills

Course Code: ENG 7569T-SE

Course objective:

- It focuses on some essential grammatical concepts and components
- It is designed to enhance the communicative skills of the students
- It is to build up self esteem and confidence as a genuine language user
- It is to understand and draft different types of writing
- To make students capable of critical thinking.

The Pattern of End of Semester Exam (EoSE) i.e. External Examination (University Examination) question paper will be as follows-

M.M-70

Time -3.00 hours

Unit-I

- 1 Determiners
- 2 Direct and Indirect Narration
- 3 Notice Writing

Unit II

- 1 Common Errors in English
- 2 Idioms (To be covered in the Course)-

The ball is in your court, Spill the beans, Sit on the fence, Through thick and thin, Once in a blue moon, Take it with a pinch of salt, Come rain or shine, Beat around the bush, Miss the boat, Call it a day

3 Dialogue writing

4 Unseen Passage

Unit III

1 Active Passive

2 Prefix- Suffix

3 E-Mail Writing

4 Conjunctions

Continuous Assessment (CA) i.e. internal assessment will be based on the above mentioned three units:

M.M.30

1. Project work submission and Viva voce 15+15=30 Marks

Recommended Readings:

1. *Common Errors in Everyday English* (OUP)
2. *Oxford English Grammar Course* by Michael Swan and Catherine Walter (OUP)
3. *Cambridge Grammar and Writing Skills* by Mike Gould and Eoin Higgins (CUP)
4. *Contemporary Communicative English* by S. Das (S Chand & Sons)
5. *Communication Skills* by Sanjay Kumar and Pushp Lata (OUP)
6. *Oxford Dictionary of Synonyms and Antonyms* (OUP)
7. *Oxford Learner's Pocket Verbs and Tenses* by Joe Hird (OUP)
8. *A Practical English Grammar* by A.J. Thomson and A.V. Martinet (Oxford Paper Back)
9. *Intermediate English Practice Book* by S. Pit. Corder (Orient Longman)

Course outcomes-

- Students will gain sound knowledge of grammar which will enhance their language accuracy
- Students will be able to convey his/her ideas in English using simple and acceptable language
- Enhanced critical thinking.
- Enhanced reading, writing, listening and speaking skills.

SKILL ENHANCEMENT COURSE: ENGLISH**For****(B.A. /B.Sc. /B.Com. Part- III)****SEMESTER- SIX****SEC - Skills Promoting Competence in English****Course Code: ENG 7673T-SE****Course Objective-**

- To strengthen the language proficiency of the students of both English and Non-English streams.
- To improve grammatical and creative writing components.
- To help students recognise the functionality of English language.
- To enhance the communicative skills of students.
- To develop academic and professional writing competence.
- To enhance disciplinary knowledge.

The Pattern of End of Semester Exam (EoSE) i.e. External Examination (University Examination) question paper will be as follows-

M.M-70**Time -3.00 hours**

Unit-I

- 1 Prepositions
- 2 Words misspelt and often confused
- 3 Development of Story

Unit-II

- 1 Transformation of Degree
- 2 Conjunctions
- 3 Precis Writing

Unit-III

- 1 Conditional Sentences
- 2 Gerund and Participle
- 3 Unseen Passage
- 4 Translation of Sentences (Hindi to English)

Continuous Assessment (CA) i.e. internal assessment will be based on the above mentioned three units:

M.M.30

- | | |
|--|----------------|
| 1. Project work submission and Viva voce | 15+15=30 Marks |
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Recommended Readings:

1. *Common Errors in Everyday English* (OUP)
2. *Cambridge Grammar and Writing Skills* by Mike Gould and Eoin Higgins (CUP)
3. *Contemporary Communicative English* by S. Das (S Chand & Sons)
4. *Communication Skills* by Sanjay Kumar and Pushp Lata (OUP)
5. *Ways of Reading: Advanced reading skills for Students of English Literature* by Martin Montgomery et al. London (Routledge)
6. *Oxford Learner's Pocket Verbs and Tenses* by Joe Hird (OUP)
7. *A Practical English Grammar* by A.J. Thomson and A.V. Martinet (Oxford Paper Back)
8. *Remedial Grammar for Foreign Students* by F.T.Wood (Macmillan Education)

Course Outcomes:

- Students will be able to convey his/her ideas in English using simple and acceptable language of environment and contexts.
- Students will develop a professional ability to communicate information clearly and effectively in all kinds of environment and contexts.
- Students will gain sound knowledge of grammar which will enhance their language accuracy.
- Enhanced reading, writing, listening and speaking skills.