

**NALLAMUTHU GOUNDER MAHALINGAM COLLEGE POLLACHI**

**(AUTONOMOUS)**

**DEPARTMENT OF ENGLISH**

**(UG-AIDED AND SELF-FINANCING CBCS PATTERN)**

**(FOR THE STUDENTS ADMITTED IN THE ACADEMIC YEAR 2024)**

## **SYLLABUS**

### **PART II-COMMUNICATION SKILLS I & II SEMESTERS (Commerce, Bsc Cs/IT/CT/AI/DA,BBA,BCA & BSW) 2025-2028 BATCH**

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## **NGM College**

### **Vision**

Our dream is to make the college an institution of excellence at the national level by imparting quality education of global standards to make students academically superior, socially committed, ethically strong, spiritually evolved and culturally rich citizens to contribute to the holistic development of the self and society.

### **Mission**

Training students to become role models in academic arena by strengthening infrastructure, upgrading curriculum, developing faculty, augmenting extension services and imparting quality education through an enlightened management and committed faculty who ensure knowledge transfer, instill research aptitude and infuse ethical and cultural values to transform students into disciplined citizens in order to improve quality of life.

## **Department of English**

### **Vision**

The department of English envisages developing the students' proficiency in Communicative English, to transform it into competency in using the academic and professional purposes and to make the students acquire confidence in their ability to read books which provide them with psychological, social, aesthetic and ethical aspects of life and profession.

### **Mission**

To harness the enthusiasm for literature and language to impact professional skills and to prepare for a range of careers.

## Program Educational Objectives:

<b>PEO1</b>	Enhance the lexical syntactic relationship, word building, identifying socio-cultural nuances and communicative competence.
<b>PEO2</b>	Develop mastery in the English language to reach the level of proficiency in reading, writing, speaking and listening
<b>PEO3</b>	Enable to receive a well-rounded education then to pursue a career related to their major field.
<b>PEO4</b>	Improve both their ability to communicate and their linguistic competence
<b>PEO5</b>	Develop the ability to interact, translate and delegate information in everyday life.

## Program Outcomes:

<b>PO1</b>	Demonstrate their knowledge and skills in Language proficiency
<b>PO2</b>	Express thoughts, ideas and feelings appropriately in formal and informal communication.
<b>PO3</b>	Apply the knowledge in analyzing the text and context
<b>PO4</b>	Prove his proficiency in Listening Speaking Reading Writing.
<b>PO5</b>	Develop good Communication skills
<b>PO6</b>	Establish a communicative competence in personal and social circumstances

## Program Specific Outcomes:

<b>PSO - 01</b>	To create a life-long interest to improve their language and communicative skills
<b>PSO - 02</b>	To improve the effectiveness in day to day communication by developing the language skills through LSRW

**PART II-COMMUNICATION SKILLS (AIDED & SELF – FINANCING DEGREE COURSES)**

**I & II SEMESTERS: SCHEME OF EXAMINATIONS**

**(FOR THE CANDIDATES ADMITTED FOR THE ACADEMIC YEAR 2024-2027)**

**Scheme of Examination**

<b>I SEMESTER</b>								
Part	Subject Code	TITLE	Duration in hours per week	Examination				Credits
				HOURS	CIA	ESE	TOTAL	
II	25UEN1C1	Communication Skills – I (Level I)	5	3	25	75	100	3

<b>II SEMESTER</b>								
II	25UEN2C2	Communication Skills – II (Level I)	5	3	25	75	100	3

**Question Paper Pattern**  
**(Based on Bloom’s Taxonomy)**

**K1**-Remember; **K2**- Understanding; **K3**- Apply; **K4**-Analyze; **K5**- Evaluate

### 1. Theory Examinations: 75 Marks (Part I, II, & III)

Knowledge Level	Section	Marks	Description	Total
K1 & K2 (Q1 -10)	A (Q1 – 5 MCQ) (Q6–10 Define/Short Answer/MCQ)	$10 * 1 = 10$	MCQ /Define	<b>75</b>
K3 (Q11-15)	B (Either or pattern)	$5 * 5 = 25$	Short Answers	
K4 & K5(Q16 – 20)	C (Either or pattern)	$5 * 8 = 40$	Descriptive/ Detailed	

(i) Test- I & II, ESE:

### 2. Theory Examinations: 38 Marks (2 Hours Examination) (Part IV)

Knowledge Level	Section	Marks	Description	Total
K1 & K2 (Q1-10)	A (Q1 – 5 MCQ) (Q6–10 Define / Short Answer)	$10 * 1 = 10$	MCQ / Define	<b>50 (Reduced to 38)</b>
K3, K4 & K5 (Q11-15)	B (Either or pattern)	$5 * 8 = 40$	Short Answers	

### 3. Theory Examinations: 38 Marks (3 Hours Examination) (Part III: I any)

Knowledge Level	Section	Marks	Description	Total
K1 & K2 (Q1 - 10)	A (Q 1 –10MCQ)	$10 * 1 = 10$	MCQ	<b>50 (Reduced to 38)</b>
K3 (Q11 – 15)	B (Either or pattern)	$5 * 3 = 15$	Short Answers	
K4 & K5 (Q16-20)	C(Either or pattern)	$5 * 5 = 25$	Descriptive/ Detailed	

### 4. Practical Examinations:

Paper		Marks for	Components for CIA
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	Maximum Marks	CIA	CEE	Tests	Observation Note	Record Note
<b>Practical (Core / Elective)</b>	50	20	30	10	05	05
<b>Practical (Core / Elective)</b>	75	30	45	20	05	05
<b>Practical (Core / Elective)</b>	100	40	60	30	05	05

### 5. Project:

Paper	Maximum Marks	Marks for		
		CIA	CEE	
			Evaluation	Viva-voce
<b>Project</b>	100	25	50	25
<b>Project</b>	150	40	75	35
<b>Project</b>	200	50	100	50

\* CIA – Continuous Internal Assessment & CEE – Comprehensive External Examinations

<b>Programme code:</b>	BA	<b>Programme Title :</b>	Bachelor of Arts (ENGLISH)	
<b>Course Code:</b>	25UEN1C1	<b>Title</b>	<b>Batch :</b>	2025-28
		Part II – Communication Skills I	<b>Semester</b>	I
<b>Hrs/Week:</b>	5		<b>Credits:</b>	03

### Course Objective

To enhance the grammatical and Practical usage components

### Course Outcomes (CO)

K1	CO1	To identify and recollect LSRW.
K2	CO2	To make the students understand how grammatical structures are systematically related to meaning.
K3	CO3	To analyze and appreciate different genres
K4	CO4	To apply communication skills in everyday life
K5	CO5	To attempt creating well-structured sentences

#### Unit-1

15 Hrs

Poetry : 1.Lochinvar – Sir Walter Scott

2. Uphill – Christina Rossetti

Prose : 15 Years - R.K.Narayan

#### Unit-2

15 Hrs

Poetry : Do not go Gentle into that Good night – Dylan Thomas

Prose : My Mother – Dom Moraes

#### Unit-3

15 Hrs

Short story : *Model Millionaire* – Oscar Wilde

#### Unit-4

15 Hrs

#### Grammar Consciousness

1.Noun

2.Pronoun

#### English for Writing - Composition

1.Letter Writing

#### English for Communication

1.Seeking and sharing information

#### Unit-5

15 Hrs

1. Adjective

2. Articles

#### English for Writing - Composition

1.Expansion of ideas

#### English for Communication

1.Getting a book published (Dialogue writing)

#### Lab Work Book

Lessons 1-15

*\*Italicized topic is for self study*

#### Total

75 Hrs

#### Pedagogy and Assessment Methods

Group discussions, Seminar ,Quiz, Assignment, Chalk and talk, Powerpoint Presentaion
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#### Text Books:

- Textbook compiled and edited by the Department of English, NGM College, Pollachi. Chennai, New Century Book House, 2024.
- Speech Training Basics –I*

#### Reference Books:

- Radhakrishnan. *Emerald English Grammar and Composition*. Chennai: Emerald Publishers, 1990.
- Aggarwala. N.K. *Essentials of English Grammar and Composition*. New Delhi: Goyal Brothers Prakashan, 2004.
- Syamala. V. *Effective English Communication For You*. Chennai: Emerald Publishers, 2002.
- Swan, Michael. *Practical English Usage*, 4th ed., Oxford University Press, 2017.
- J, Langan. *English Essentials What Every College Student Needs To Know About Grammar Punctuation And Usage* . 3rd ed., Mcgraw Hill, 2012.

### Mapping

PO/ PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PSO1	PSO2
CO1	M	L	M	H	H	M	H	H
CO2	H	M	H	M	H	H	M	M
CO3	H	H	H	H	M	H	M	H
CO4	H	M	H	H	M	M	L	M
CO5	M	H	M	H	H	H	M	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HoD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name: Dr.S.Muthukumaravel	Name: Dr.K.Srinivasan	Name: Dr.R.Manickachezhian
Signature	Signature:	Signature:	Signature:

<b>Programme code:</b>	BA	<b>Programme Title :</b>	Bachelor of Arts (ENGLISH)	
<b>Course Code:</b>	25UEN2C2	<b>Title</b>	<b>Batch :</b>	2025-28
		Part II – Communication Skills II	<b>Semester</b>	II
<b>Hrs/Week:</b>	5		<b>Credits:</b>	03



### Course Objective

Strengthen the Communicative Skills of the Learners and to enhance the usage of grammatical and practical components.

### Course Outcomes (CO)

K1	CO1	To recollect various grammatical structures and rules
K2	CO2	To understand various skills of discourse
K3	CO3	To facilitate the students to analyze their acquired knowledge in day to day life
K4	CO4	To apply and display the competency in oral and written communication.
K5	CO5	To create messages using different form of structures

#### Unit-1 15 Hrs

Poetry : 1. If Thou Must love Me...(Sonnet 14)- Elizabeth Barret Browning  
2. *Matilda* – *Hilaire Belloc*

Prose : Power in the Positive – Norman Vincent Peale

#### Unit-2 15 Hrs

Poetry : 1. Incident of the French Camp – Robert Browning

Prose : Travel by Train – J.B.Priestly

#### Unit-3 15 Hrs

Novel : Pride and Prejudice – Jane Austen

#### Unit-4 15 Hrs

#### Grammar Consciousness

1.Verbs

2.Adverbs

#### English for Writing - Composition

1.Report Writing      2.Minutes

#### English for Communication

1.Public Speaking

#### Unit-5 15 Hrs

#### Grammar Consciousness

1.Prepositions

2.Conjunctions

3.Interjections

#### English for Writing - Composition

1.Content Writing

#### English for Communication

1.Situational Conversation

Lab work book-16-30

*\*Italicized topic is for self study*

#### Total 75 Hrs

#### Pedagogy and Assessment Methods

Power point Presentations, Group discussions, Seminar ,Quiz, Assignment, Role play
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#### Text Books:

- Textbook compiled and edited by the Department of English, NGM College, Pollachi. Chennai, New Century Book House, 2013.
- *Speech Training Basics –II*

#### Reference Books:

- Syamala. *Effective English Communication For You*. Chennai: Emerald Publishers, 2002. Print.
- Samson. *Business English*. New Delhi: Tata McGraw- Hill Publishing Company Ltd, 2008. Print.
- *Spectrum*. Department of English, NGM College, Pollachi. Chennai, New Century Book House, 2013.
- Aggarwala. N.K. *Essentials of English Grammar and Composition*. New Delhi: Goyal Brothers Prakashan, 2004. Print.
- Swan, Michael. *Practical English Usage*, 4th ed., Oxford University Press, 2017.
- J, Langan. *English Essentials What Every College Student Needs To Know About Grammar Punctuation And Usage* . 3rd ed., McGraw Hill, 2012.

#### Mapping

PO/ PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PSO1	PSO2
CO1	M	L	M	H	H	M	H	H
CO2	H	M	H	M	H	H	M	M
CO3	H	H	H	H	M	H	M	H
CO4	H	M	H	H	M	M	L	M
CO5	M	H	M	M	H	M	M	H

H-High; M-Medium; L-Low

Course Designed by	Verified by HoD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name: Dr.S.Muthukumaravel	Name: Dr.K.Srinivasan	Name: Dr.R.Manickachezhian
Signature	Signature:	Signature:	Signature: