

Department of English
Maulana Azad National Urdu University
PG Ability Enhancement and Generic Elective Courses

Semester-1

Course Title: **Communicative English-1**

Course Code: **PGEN101AET**

Ability Enhancement for PG Programmes

Scheme of Instruction

Total Duration: 40 hrs.

Periods / Week: 2

Credits: 2

Instruction Mode: Lecture

Scheme of Examination

Maximum Marks: 50

Internal Evaluation: 15

End Semester: 35

Exam Duration: 1½ hrs.

Course Objectives: To introduce students to various aspects of communication skills.

Course Outcomes: Upon the completion of the course students are expected to understand various forms of communication, and also comprehend English with ease.

Unit	Course Content	Instruction Hours
I	Communication: Verbal and Non-Verbal Monologue, Dialogue, Conversation Group Discussion	20
II	Reading Comprehension Paraphrasing Analysis and Interpretation	20

Examination and Evaluation Pattern: 05 Objective type questions
05 Short questions essay of 4 marks each
01 Essay type question of 10 marks
Internals: 15 Marks

Recommended Reading:

- 1) Eastwood, J. (2000). *Oxford Practice Grammar*. OUP.
- 2) Habeeb, G. (2013) *English for Speakers of Urdu: A Proficiency Course*: Orient Blackswan
- 3) Kumar, S. & P. Lata (2015). *Communication Skills*. New Delhi: OUP.
- 4) O'Brien, T. (2011). *Effective Speaking Skills*. New Delhi: Rupa
- 5) Richardson, Jan. (2016). *The Next Step Forward in Guided Reading*. Scholastic.
- 6) Taylor, G. (2009). *English Conversation Practice*. Tata McGraw-Hill.

Semester-3

Course Title: **Communicative English-II**

Course Code: **PGEN301AET**

Ability Enhancement for PG Programmes

Scheme of Instruction

Total Duration: 40 hrs.

Periods / Week: 2

Credits: 2

Instruction Mode: Lecture

Scheme of Examination

Maximum Marks: 50

Internal Evaluation: 15

End Semester: 35

Exam Duration: 1 ½ hrs.

Course Objectives: To prepare students in various formats of public speaking skills and writing skills.

Course Outcomes: Upon the completion of the course students are expected to learn the basic etiquettes of public speaking, and acquire mechanics of composition skills.

Unit	Course Content	Instruction Hours
I	Presentation Skills Interview Skills Public Speaking: Persuasive and Informative	20
II	Compositional Skills: Thinking, Reading and Writing Writing Process Writing Non-Fiction and Fiction (Report, Essay and Short Story writing)	20

Examination and Evaluation Pattern: 05 Objective type questions
05 Short questions essay of 4 marks each
01 Essay type question of 10 marks
Internals: 15 Marks

Recommended Reading:

- 1) German, K. M. (2017). *The Principles of Public Speaking*. NY: Routledge.
- 2) Knight, D. (1997). *Creating Short Fiction: The Classic Guide to Writing Short Fiction*, 3rd edition. NY: St. Martin's Press.
- 3) Koneru, A. (2015) *Professional Speaking Skills*. OUP.
- 4) O'Brien, T. (2011). *Modern Writing Skills*. New Delhi: Rupa
- 5) Raymond, M. (2013). *English Grammar in Use*. Cambridge: CUP.
- 6) Ruetten, Mary. K. (2012) *Developing Compositional Skills: Academic Writing and Grammar*, 3rd edition. National Geographic Learning.
- 7) Zinsser, W. (2006). *On Writing Well: The Classic Guide to Writing Nonfiction*. NY: Harper Collins

Semester-2

Course Title: **Short Fiction: An Introduction to World Literature**

Course Code: **PGEN201GET**

Generic Elective for PG Programmes

Scheme of Instruction

Total Duration: 60 hrs.

Periods / Week: 4

Credits: 4

Instruction Mode: Lecture

Scheme of Examination

Maximum Marks: 100

Internal Evaluation: 30

End Semester: 70

Exam Duration: 3 hrs.

Course Objectives: To introduce students to the forms, functions and canons of literature.

Course Outcomes: Upon the completion of the course students learn about World Literature through the examples of short stories.

Unit	Course Content	Instruction Hours
I	World Literature: Key Concepts Stephen Leacock: -With the Photographerø Leo Tolstoy: -The Three Questionsø	15
II	Pearl S. Buck: -Once Upon a Christmasø Brooker T. Washington: -My Struggle for an Educationø	15
III	Chinua Achebe: -Marriage is a Private Affairø Bessie Head: -Prisoner Who Wore Glassesø	15
IV	Qurratul Ain Haider: -The Sound of Falling Leavesø Prem Chand: -A Road to Salvationø	15

Examination and Evaluation Pattern: 10 Objective type questions

05 Short questions essay of 6 marks each

03 Essay type questions of 10 marks each

Internals: 30 Marks

Recommended Readings:

- 1) Brooks, C., & Robert P. W. (1959). *Understanding Fiction*. NY: Appleton-Century-Croft
- 2) Chesterton, G.K. (1994). *Father Brown Stories*. London: Penguin.
- 3) Daiches, D. (2003). *Critical Approaches to Literature*. Kolkata: Orient Longman.
- 4) Prasad, B. (1965). *A Background to the Study of English Literature*. New Delhi: Macmillan.
- 6) Ramanan, M. G. & P. Sailaja (Eds). (2000). *English and the Indian Short Story*. New Delhi: Orient Longman
- 5) Rees, R.J. (1973). *English Literature: An Introduction for Foreign Readers*. New Delhi: Macmillan.

Semester: 4Course Title: **Women Writings**Course Code: **PGEN401GET****Scheme of Instruction**

Total Duration: 60 hrs.

Periods / Week: 4

Credits: 4

Instruction Mode: Lecture

Scheme of Examination

Maximum Marks: 100

Internal Evaluation: 30

End Semester: 70

Exam Duration: 3 hrs.

Course Objective: To introduce women's writing to the students.**Course Outcomes:** Upon the completion of the course the students will learn and appreciate women's writing across cultures, regions and ages.

Unit	Course Content	Instruction Hours
I	Elizabeth Barrett Browning: If thou must love me, let it be for Sarojini Naidu: In Praise of Henna Maya Angelou: Woman Work Kishwar Naheed: Who Am I? Alice Walker: Before You Knew You Owned It Nimah Nawwab: The Longing	15
II	Qurratul Ain Hyder: Memories of an Indian Childhood Shashi Deshpande: My Beloved Charioteer Jamaica Kincaid: Girl Jhumpa Lahiri: Interpreter of Maladies	15
III	Uma Parameshwaran: Dear Deedi, My Sister	15
IV	Hellen Keller: <i>The Story of MY Life</i> (Chapters XVIII to XXII)	15

Examination and Evaluation Pattern: 10 Objective type questions

05 Short questions essay of 6 marks each

03 Essay type questions of 10 marks each

Internals: 30 Marks

Recommended Reading:

- 1) Beauvoir, Simone de, (2010). *The Second Sex*. London: Vintage.
- 2) Lakshmi Holmstrom Ed. (2000). *The Inner Courtyard*. New Delhi: Rupa & Co.
- 3) Mukhopadhyay, A. & S. Chakrabarti (Eds.) (2016). *Feminisms*. Hyderabad: Orient Blackswan.
- 4) Parameshwaran, Uma. (1998). *Sons Must Die and Other Plays*. New Delhi: Prestige.
- 5) Tharu, S. & Lalita K. (2000). *Women Writing in India*, Vol. I & II. New Delhi: OUP.
- 6) Woolf, V. (1957). *A Room of One's Own*, New York: Harcourt.