

GOVERNMENT COLLEGE FOR WOMEN (A)
GUNTUR - AP 522001



DEPARTMENT OF ENGLISH

COURSE INFORMATION BOOKLET
2024-25

General English for all programmes

Special English major

Communicative English Minor

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Vision:

To offer an education that provides a competent and globally relevant skill set comprising Communication Skills and Life Skills to students and to mould them as responsible and self-reliant individuals.

Mission Statements:

1. To offer programmes and courses that would equip students with both language and literature aspects of English studies and thus prepare them for diverse employment opportunities.
2. To improve the confidence of students through motivation
3. To increase Student Talk Time through student centered practices
4. To improve Life Skills and Communication skills through LSRW activities
5. To develop Higher Order Thinking .
6. To impart job skills to students and make them employable and self-reliant.

Government College (A) for Women, Guntur
Department of English

Programme Specific Outcomes

Name of the Programme: B.A Special English (2022-26)

Type of Programme: Three Majors- Special English, History and Travel and Tourism Management

PSO-No	Upon the successful completion of B.A programme in Special English, with History and Travel and Tourism Management as other subjects the students will be able to:	Mapping with POs
PSO - 1	Demonstrate a comprehensive understanding of major literary works and authors from the Renaissance, Elizabethan, Jacobean, Augustan, Romantic, and Victorian eras by comparing the literary movements and styles of each period, highlighting key historical aspects of Language and Literature along with its characteristics and changes.	PO1
PSO - 2	Analyze, interpret, and critically appreciate literary texts, identifying genres and their structure; themes, and literary devices and explain the basic concepts of Linguistics and Phonetics which will aid in the pursuit of higher education.	PO2, PO4
PSO - 3	Demonstrate effective communication skills through written essays, critical annotations and appreciations, reviews and oral presentations of selected works of English Literature from the Renaissance to the Victorian period.	PO3

Name of the Programme: B.A Communicative English (2022-26)

Type of Programme: Three Majors- Communicative English, Political Science and Economics

PSO-No	Upon the successful completion of B.A programme in Communicative English, with Political Science and Economics as other subjects the students will be able to:	Mapping with POs
PSO - 1	Examine and explain the fundamental concepts of origins and functions of language, fundamentals of phonetics, linguistics, English language teaching and demonstrate the competencies in simulated contexts. L1-L6	PO1,PO3, PO4,
PSO - 2	Understand and apply the skills and strategies of reading, listening, writing, and speaking, of English language, in their different forms and functions and communicate effectively in written and oral forms L1-3,5,6	PO3, PO4,
PSO - 3	Demonstrate the acquisition of these informal and formal as well as professional communication skills which will lead to potential employment and aid in gaining admission to higher education at regional, national and global level	PO2,PO5, PO9

Name of the Programme: B.A Special English (Honors Major) H105 (2023-2027; 2024-2028)

Type of Programme: Single Major- Special English (Language and Literature Studies)

PSO-No	Upon the successful completion of B.A programme in Special English as Major the students will be able to:	Mapping with POs
PSO - 1	Demonstrate a comprehensive understanding of major literary works and authors from the Renaissance, Elizabethan, Jacobean, Augustan, Romantic, and Victorian eras by comparing the literary movements and styles of each period, highlighting key historical aspects of Language and Literature along with its characteristics and changes.	PO1
PSO - 2	Analyze, interpret and critically appreciate literary texts, identifying genres and their structure; themes, and literary devices and explain the basic concepts of Linguistics and Phonetics which will aid in the pursuit of higher education.	PO2, PO4
PSO - 3	Demonstrate effective communication skills through written essays, critical annotations and appreciations, reviews and oral presentations of selected works of English Literature from the Renaissance to the Victorian period.	PO3
PSO - 4	Examine and explain the fundamental concepts of origins and functions of language, fundamentals of phonetics, linguistics, English language teaching and demonstrate the competencies in simulated contexts. L1-L6	PO1,PO3, PO4,
PSO - 5	Understand and apply the skills and strategies of reading, listening, writing, and speaking, of English language, in their different forms and functions and communicate effectively in written and oral forms L1-3,5,6	PO3, PO4,
PSO - 6	Demonstrate the acquisition of these informal and formal as well as professional communication skills which will lead to potential employment and aid in gaining admission to higher education at regional, national and global level	PO2,PO5, PO9

List of Programmes offered by the Department.

S. No	Title of the programme
1	B.A Special English Major
2	B.A Special English, History, Tourism and Travel management
3	B. A. Communicative English, Economics, Political science

Minor offered by the Department.

Communicative English

Language Course offered by the Department.

General English

Skill Enhancement Courses offered by the Department.

Communication Skills & Business writing

Course Structure and List of Courses:

General English

1. Course Structure of General English for 2024-28 Batch

Sem	Paper	Title of the Paper	Course Code	No. of hours per week	No of Credits	CIA	External
I	General English-I	A Course in Communication and Soft Skills	ENG-01	4	4	40	60
II	General English-II	A Course in Reading & Writing Skills	ENG-02	4	4	40	60

2. Course Structure of English Proficiency Course for 2022-26 Batch

Sem	Course Code	Course Name	Hrs	Credits	CIA	SEE
3		English Language Proficiency for Career development -1	3			
4		English Language Proficiency for Career development -1	3			

Skill Enhancement Courses (SECs)

3. Course Structure for Skill Enhancement Course for 2024-28 Batch

Sem	Course Code	Course Name	Hours	Credits	CIA	SEE
1	1SK-CSK	Communication Skills	2	2	10	40
2	2SK-BW	Business Writing	2	2	10	40

Special English (Single Major- Honors)

4. Course Structure for Major in B.A Special English(H105) for 2023-27 & 2024-2028 Batch

Semester	S. No.	Course Code	Course	Hours	Credits	CIA	SEE
1.	1	1BA-CM-01	Fundamentals of Social Sciences	4	4	40	60
	2	1BA-CM-02	Perspectives on Indian Society	4	4	40	60
2	3	2SE-03	Introduction to History of English Language	4	4	40	60
	4	2SE-04	Introduction to English Literature (600-1500)	4	4	40	60
		Sem2-CSP	Community Service Project	180	4		100
3	5	3SE-05	Fluency foundation in Language Skills	4	4	40	60
	6	3SE-06	Elizabethan Literature (1558-1603)	4	4	40	60
	7	3SE-07	Grammar for Functional use	4	4	40	60
	8	3SE-08	Jacobean Literature (1603-1625)	4	4	40	60
4	9	4SE-09	<i>Fundamentals of Linguistics, Phonetic theory & Practice</i>	4	4	40	10+50
	10	4SE-10	Restoration & Augustan Literature (1660-1750)	4	4	40	60
	11	4SE-11	Romantic & Victorian literature (1798-1900)	4	4	40	60
		Sem4-INT	Short term internship	180	4		100
5	13	5SE-12	Creative writing & literary appreciation	4	4	40	60
	14	5SE-13	Writing for Media	4	4	40	60
		5SE-14	Modern Literature (1900-1940)				
	15		Glimpses of World Literature	4	4	40	60

6		Sem6-INT	Semester internship	540	12		200
7	16		Approaches and Methods to Language Teaching	4	4	40	60
	17		Indian Literature in English Translation	4	4	40	60
	18			4	4	40	60
	19			4	4	40	60
	20			4	4	40	60
8	21		Teaching literature through Student centered methods	4	4	40	60
	22			4	4	40	60
	23		Women's Writing and Gender Studies	4	4	40	60
	24			4	4	40	60
	25			4	4	40	60

Minor in English in Single Major system

5. Course structure for Minor in Communicative English for 2023-27; 2024-2028 Batches

Semester	Title of Course		Hours	Credits	CIA	SEE
2	MNR2CE-01	Grammar for Functional Use	4	4	40	60
3	MNR3CE-02	Functional Language Skills	4	4	40	60
4	MNR4CE-03	Proficiency course in Pronunciation	4	4	40	10+50
	MNR4CE-04	Strengthen your Listening, Speaking and Writing Skills	4	4	40	10+50
5	MNR5CE-05	Skills & Strategies in Professional Reading and Writing	4	4	40	60
	MNR5CE-06	Academic & Advanced Professional Writing	4	4	40	60

6.B.A. Communicative English Course Structure for 2022-26 Batch

SEM	Paper	Title of the Course	Course Code	No of hours per week	No of Credits	CIA	SEE
1	Major 3 Course 1 core	An Introduction to Language and Language Skills	CE104-1	5	4	30	50+20
2	Major 3 Course 2 core	An Introduction to Linguistics, Phonetics and Language Skills	CE104-2	5	4	30	50+20
		4-week duration Community Service Project		Total 180 hrs.	4	100	--
3	Major 3 Course 3 core	Foundation in Professional writing and speaking	CE104-3	5	4	30	50+20
4	Major 3 Course 4 core	Skills and Strategies in Professional Reading & Writing	CE104-4	5	4	30	50+20
	Major 3 Course 5 core	An Introduction to English Language Teaching	CE104-5	5	4	30	50+20
5		4-week duration internship		Total 180 hrs.	4	100	--
	Major 3 Course	Introduction to Writing for Media	CE104-6A	5	4	30	50+20

6A SEC						
Major 3 Course 7A SEC	English Language Teaching -Communicative Approach	CE104-7A	5	4	30	50+20
Major 3 Course 6B SEC	Teaching English online	CE104-6B	5	4	30	50+20
Major 3 Course 7B SEC	English for Journalism & Advertising	CE104-7B	5	4	30	50+20
Major 3 Course 6C SEC	Creative Writing and Literary Appreciation	CE104-6C	5	4	30	50+20
Major 3 Course 7C SEC	Skills and Procedures of Translation(English & Telugu)	CE104-7C	5	4	30	50+20

In semester 5 student chooses one from the above three pairs

7.B.A. Special English Course Structure for 2022-26 Batch

Year	Sem	Paper	Title of the Course	Course Code	No of Hours	No of Credits	CI A
II	3	Major 3 Course 3 core	An Introduction to Restoration and Augustan Literature (1660 – 1750)	SE107-3	60	4	30
	4	Major 3 Course 4 core	An Introduction to Romantic and Victorian (1757-1901)	SE107-4	60	4	30
		Major 3 Course 5 core	Introduction to History of English Language, Linguistics and Phonetics	SE107-5	60	4	30
	5	Major 3 Course 6A SEC	Introduction to English Language Teaching	SE107-6A	60	4	30
		Major 3 Course 7A SEC	Creative Writing and Literary Appreciation	SE107-7A	60	4	30
		Major 3	Teaching English online	SE107-6B	60	4	30

		Course 6B SEC					
		Major 3	English for	SE107-7B	60	4	30
		Course 7B SEC	Journalism & Advertising				
		Major 3	Writing for Media	SE107-6C	60	4	30
		Course 6C SEC					
		Major 3	Skills and Procedures of	SE107-7C	60	4	30
		Course 7C SEC	Translation(English & Telugu)				

In semester 5 student chooses one from the above three pairs

Govt. College for Women (A), Guntur-Dept of English

General English- SEMESTER-I (2024-25)

COURSE 1: A COURSE IN COMMUNICATION AND SOFT SKILLS (ENG-01)

Theory

Credits: 4

4 hrs/week

Learning Outcomes

By the end of the course, the learner will be able to:

- CO1 identify types of listening and the phonetic symbols
- CO2 listen to English using authentic sources, pronounce the sounds, and use stress and intonation.
- CO3 practice aspects of grammar in context through selected reading.
- CO4. demonstrate everyday oral communication
- CO5. understand the selected soft skills and use them.

SYLLABUS

UNIT I: Listening Skills

- a. Importance of Listening
- b. Types of Listening
- c. Barriers to Listening
- d. Effective Listening with podcasts (A Leader Should Know How to Manage Failure - Dr. A.P.J. Abdul Kalam.) (Not for external evaluation)

UNIT II: Phonetics

- a. Sounds of English: Vowels and Consonants
- b. Syllable
- c. Word Stress
- d. Intonation

UNIT III: Grammar

- a. Articles
- b. Prepositions
- c. Tenses
- d. Concord (Correction of sentences as focus aspect)
- e. Question tags (Correction of sentences as focus aspect)

UNIT IV: Speaking Skills

- a. Greetings & Introduction
- b. Asking and Giving Information
- c. Agreeing/ Disagreeing
- d. Yes, We Can Barack Obama

UNIT V: Soft Skills

- a. SWOC
- b. Attitude
- c. Emotional Intelligence
- d. d. Netiquette

References:

1. Soft Skills, Dr. Alex (New Delhi: S. Chand & Company Ltd) 2009.
2. Interpersonal Skills Training, Philip Burnard (New Delhi: Viva Books Private Ltd)
3. A Text Book of English Phonetics for Indian Students, Balasubramanian

Govt. College for Women (A), Guntur
Department of English
General English, Semester-II, 2024-25
Course- A Course in Reading and Writing Skills -ENG-02

Theory

4 Credits

4hr/week

SYLLABUS

Learning Outcomes

By the end of the course the learner will

CO1. Use reading skills for effective comprehension.

CO2. Build up a repository of active vocabulary.

CO3. Develop writing skills & strategies for academic and professional purposes.

CO4. Enhance communicative competence through Reading and Writing skills acquired.

I. Unit: Vocabulary Skills

- a. Synonyms & Antonyms
- b. Conversion of Words
- c. Collocations

(The Last Clock by James Thurber for Vocabulary Purpose)

II. Unit: Reading Skills – I (Reading Comprehension)

- a. The Best Investment I Ever Made – A.J.Cronin
- b. The Patriot – Nissim Ezekiel

III. Unit: Reading Skills – II (Detailed Reading)

- a. When the Trees Walked – Ruskin Bond
 - b. Stopping by Woods on a Snowy Evening – Robert Frost
- (Analytical Study of the prose and poetry topics)**

IV. Unit: Writing Skills – I

- a. Note Making / Taking
- b. One Word Substitutes
- c. Expansion of ideas-I Proverbs/Sayings

V. Unit: Writing Skills – II

- a. Letter writing- Formal letters
- b. Letter Writing- Informal letters
- c. Curriculum Vitae and Resume

GCW (A),Guntur , Department of English

BA(Special English Major), Semester-II, 2024-2025

An Introduction to the History of English Language: 2SE-03

Course Outcomes: After completing the Course, the learner will:

CO1: Understand and analyze the stages in the development of English language.

CO2: Develop critical thinking skills to analyze language changes and continuity

CO3: Analyze the historical, social, political, and cultural factors that influenced the development of English at different stages of its history.

CO4: Evaluate various factors that led to the standardization of English and distinguish between different varieties of English

Syllabus

Unit.1. Origin and Development of English Language:

1. Indo-European Family of Languages,
2. Grimm's Law,
3. Verner's Law and the First Sound Shift

Unit.2. Stages and Development in History of English Language:

1. Old English
2. Middle English
3. Modern English

Unit.3. Various Influences on English Language

1. Latin Influence
2. French Influence
3. Scandinavian Influence

Unit.4. Semantic Evolution

1. Change of Meaning,
2. Word - Formation
3. Standardization of English

Unit.5. English across the World –

1. British English
2. American English
3. GIE

Reference Books:

1. *A History of the English Language* by Albert C. Baugh
2. *A History of the English Language* by FT WOOD
3. *The English Language* by CL Wrenn
4. *Our language*, by Simeon Potter

This paper is added by the college as language paper

Govt. College for Women(A), Guntur

Special English Major, Semester-II, 2024-2025

4. An Introduction to English Literature (upto Elizabethan Period) 2SE-04

Learning Outcomes:

After going through the course, the learner would be able to

CO1 define and explain different literary terms related to poetry, drama and literary criticism and elements and types of Poetry.

CO2. explain the social, political, and religious conditions that influenced the production of literature during the period from 600 to 1500 AD.

CO3. explain the principles of literary criticism of this period.

CO4 apply the literary terms in analysis of poems and drama

UNIT-I: Literary terms

- Elements of Poetry: Rhyme, Meter, Poetic devices
- Types of Poetry: Lyric, Sonnet, Ode, Elegy, Pastoral Elegy
- Elements of Drama: Character, Plot, Setting
- Types of Drama: Morality plays, Mystery plays, Miracle plays, Tragedy, Comedy, Tragic Comedy

Unit – II: Poetry

- Chaucer: Controlling the Tongue
- Edmund Spenser: One day I Wrote Her Name

Unit – III: Drama

- Christopher Marlowe: Dr. Faustus

Unit – IV: Close reading and critical appreciation of Drama

- Act 5 of Dr. Faustus

Unit – V: Literary Criticism

- Definition & Functions of Literary Criticism
- Aristotle's Poetics: Three Unities, Mimesis, Hamartia, Catharsis, Anagnorisis, Peripeteia, Aristotle's definition of Tragedy and Comedy

Reference:

Grierson, H.J.C. 2014.A History of English Poetry.CUP.

Daiches, David. 2014 ed. History of English Literature.(4 Volumes).CUP. Eagleton, Terry. 2007. How to Read a Poem. Oxford: Blackwell.

M.S.Naagarajan.2006. English Literary Criticism & Theory.

Barry, Peter. 2010. Beginning Theory: An Introduction to Literary Theory and Cultural Theory, Manchester University Press. Manchester.

Govt. College for Women(A), Guntur

II BA Special English Major, Semester-III 2024-2025
Fluency Foundation in Language Skills 3SE-05

Course Outcomes:

By the end of the course the learner will:

- Develop, comprehend and analyse various text formats, including short stories, newspapers, and magazines with effective reading habits and strategies.
- Identify, organize and develop coherent paragraphs.
- Apply paraphrasing strategies by using different word choices and sentence structures.
- Express opinions, make requests, and handle complaints appropriately.

Unit-I: Reading as a Skill: (6 Hrs.) CO1, ---L1, 2, 4

1. Habits of Good Readers,
2. Reading Skills and Strategies
3. Reading for Comprehension (FIVE Model)

Unit-II: Practical Reading: (10 Hrs.) CO1 ---L, 4, 5

1. Reading for Pleasure: Short Story
2. Newspaper – Understanding a News report
3. Magazine Reading – Comics
4. Magazine Reading – Travel Writing

Unit III Academic Writing: 5 Step Writing Process (10 Hrs.), CO3, L4, 5, 6

1. Paragraph Analysis
2. Prewriting
3. Organization
4. Developing a Paragraph

Unit-IV: Paraphrasing (10 Hrs.) CO2, L3, 4, 6

1. Identification of Key Points
2. Word Substitutions/ Synonyms/Alternative Word Forms
3. Change of Grammatical Structure or Word order
4. Comparative Modeling

Unit-V: Speaking as a Skill: (12 hours) CO4, L3, 4, 5, 6 – (Use Podcast) Internal viva

1. Functions of Speaking – Ordering food Online/Offline (restaurant)
2. Enquiring/Booking tickets – at Railway Station, Bus stop, Airport
3. Conversations 1 – at Shopping, at Bank, at Hospital
4. Conversations 2 –
 - Complaints and Offering Apologies
 - Talking about Future: (Life and Academics) Short and Long Term Plans

References

- Francoie Grellet, *Developing Reading Skills*
- Jack. C.Richards Teaching Listening and Speaking
- Bishop and Solan

This course is designed by the college

Government College for Women (A), Guntur
Department Of English - Special English (Major) Semester – III
Title: Elizabethan Literature (1558-1603)-3SE-06

Course Outcomes:

By the end of the course the learner will be able to

- give an outline of the literary history of the Elizabethan period.
- identify the features of the literature of the Elizabethan period.
- assess literature of the period critically
- interpret different types of texts from this period

Syllabus:

UNIT-I: Literary History & Literary Terms:

- Elizabethan Period: Literary Characteristics. Major writers& themes, Elizabethan theatre
Figures of Speech: Climax, Apostrophe, Allegory, Allusion, Anti-climax, Irony. Simile, Metaphor, Personification, Oxymoron, Apostrophe, Alliteration, Couplet, Blank verse.

Unit – II: Poetry

- Christopher Marlowe: The Passionate Shepherd to His Love
- Ben Jonson: It is not Growing Like a Tree

Unit – III: Drama

William Shakespeare: Twelfth Night

Unit – IV: Drama

- Act V: Twelfth Night (detailed analytical study for annotations)

Unit – V: Literary Criticism

- Sir Philip Sidney: An Apologie for Poetry (Part-1)

References:

1. *A History of English Literature* by W.J. Long
2. *A Critical History of English Literature* by David Daiches (Published by Supernova)
3. *The Cambridge History of English Literature* by Ward and Waller
4. *A Glossary of Literary Terms* by MH Abrams (Published by Cengage)
5. *The Penguin Dictionary of Literary Terms and Literary Theory* by J.A. Cuddon

Government College for Women (A), Guntur
B.A Special English Major, Semester 3 2024-25
Course Title: Grammar for Functional Use Code 3SE-07

Learning Out Comes

- CO1.Know and understand selected aspects of English grammar in practical, real-life contexts.
CO2.Use the knowledge of these grammar aspects in interactive activities, and application exercises,
CO3.use grammar effectively for communication purposes.

Syllabus

Unit 1: i. Using Past, Present and Future tenses & Linkers to

- A) Recount events,
- B) Recall experiences,
- C) Narrate situations
- D) Predictions and plans

(expressions and forms related to recount of events; recall of experiences; narration of situations; Predictions and Plans)

Unit 2: Using Modals and Interrogatives for

- a) Asking for and offering information and help/advice
- b) Asking for and giving directions, instructions, clarification to perform tasks
- c) Making and responding to requests
- d) Offering and responding to suggestions and recommendations

(Expressions and forms related to asking and offering information, help/advice; to asking for and giving directions, instructions, clarification to perform tasks; making and responding to requests; offering and responding to suggestions and recommendations)

Unit 3: Using Reported Speech for

- a) Reporting conversations
- b) Reporting events
- c) Reporting incidents

(Expressions and form related to reporting conversations ; reporting of events; reporting of incidents)

Unit 4: Using Degrees of comparison to

- a) Compare and contrast people
- b) Compare and contrast places and things
- c) Compare and contrast situations
- d) Compare and contrast things

(Expressions & appropriate sentence form used to compare and contrast people; compare and contrast places and things; to compare and contrast situations.)

Unit 5: a. Using Passive voice for

- a) Emphasis on actions and results
 - b) Anonymity and formality in reports
 - c) Objectivity in reporting, office, technical and scientific writing
- Identification of active and passive forms in various language functions; framing passive structure; limitations to the use of passive in selected verbs.

Reference books:

- 1.Leech, G. & J. Svartvik (2002) A Communicative Grammar of English. Pearson, India.
2. "Practical English Usage" by Michael Swan
3. Grammar Practice Activities- Penny Ur

This paper is totally designed by the department.

Govt. College for Women (A) GUNTUR
B.A Special English major, Semester 4, 2023-24
4SE-09 . Fundamentals of Linguistics, & Phonetics: Theory and Practice 48 hrs

By the end of the course, Learners will be able to

- **CO1.** Know and identify the basics of linguistic terms, organs of speech, manner and place of articulation used in speech sound production.
- **CO2. Understand and analyze** the accurate pronunciation/production of English sounds, accent and intonation
- **CO3.** Speak English using correct pronunciation, accent, and tones with the help of phonemic transcription using dictionary and authentic sources.

Unit-I: Introduction to Linguistics: (10 hours) CO1--- L1, 2

1. Morphology,
2. Syntax
3. Semantics, Stylistics,
4. Pragmatics and Sociolinguistics

UNIT-II – Basics in Phonetics-8-- CO1--- L1, 2

1. The Organs of Speech
2. Manner of Articulation
3. Place of Articulation
4. Phonology

UNIT – III - Phonetics and Phonology-10 CO1, CO2, L3,4

1. Classification of Speech Sounds of English – Vowels and diphthongs (front/ back / central vowels)
2. Classification of Speech Sounds of English Consonants 1 (based on manner & place of articulation Plosives, Affricates, Nasals)
3. Classification of Speech Sounds of English Consonants 2(Fricatives, Semi Vowels/ Approximants)
4. Three Term Labels

UNIT- IV: Mechanics of English Sound System-10 CO2, 3 L3,4,6

1. Phonemic symbols for English sounds.
2. The Syllable
3. Consonant Clusters
4. Phonemic transcription words & phrases

UNIT – V – Application of Supra segmentals for effective speaking-10 CO2, 3 : L3,4,6

1. Word- Accent
2. Accent & Rhythm in Connected Speech
3. Tone group and Tonic syllable
4. Intonation

Government College for Women (A), Guntur
Department of English
II BA Special English Major, Semester-IV
Title: An Introduction to Restoration and Augustan Literature (1660 – 1750) 4SE-10
2024-2025

Course Outcomes:

By the end of the course the learner will be able to:

- Give an outline of the literary history of the Restoration and Augustan ages.
- Identify the prominent literary forms of the periods.
- Assess the themes and styles in the texts of this period.
- Interpret critically the tenets of literary criticism of this age and apply them to understand literature of this period.

Syllabus:

Unit	Unit Title	Topics
1	Part -1: History of English Literature	Characteristic features of English Literature during the 'Restoration and Augustan Periods' (17th and 18th Centuries), Major Genres, Major Writers
	Part -2: Literary Forms and Terms	Epic, Mock-epic, Heroic couplet, Epistle, Heroic tragedy, Comedy of manners, Genteel comedy, Sentimental comedy, Periodical essay
2	Poetry (annotations as a test item)	1. <i>Paradise Lost Book 1</i> lines '84- 124' (annotation) by John Milton. (1-124) 2. <i>The Rape of the Lock</i> , Canto I by Alexander Pope
3	Prose	1. <i>A Modest Proposal</i> by Swift 2. <i>The Rise & Growth of Periodical Essays</i> - https://ebooks.inflibnet.ac.in/engp02/chapter/addison-and-steele/
4	Play	<i>The Rivals</i> by Richard Brinsley Sheridan (Studying Act II for annotations)
5	Literary Criticism	<i>Preface to Shakespeare</i> – by Samuel Johnson

Reference Books:

1. *The Concise Cambridge History of English literature* by George Sampson
2. *A short Oxford History of English Literature* by Andrew Sanders
3. *English Critical Texts* by Enright D. J.
4. *A Glossary of Literary Terms* by M.H. Abrams

Websites for reference:

- www.poetryfoundation.org
- www.britannica.com

Department of English
Special English Honors Semester IV 2024-25
Title: An Introduction to Romantic and Victorian Ages (1757-1901) 4SE-11

No of hrs.: 4

No of Credits: 4

Course Outcomes:

On completion of the course, the student will be able to:

1. Identify and analyze the characteristic features of English literature during the Romantic and Victorian Ages.
2. Understand the prominent literary forms, the themes and styles during Romantic and Victorian ages
3. Analyse the social, political and cultural influences on literature during Romantic and Victorian ages.

Syllabus:

Unit 1: History of English Literature & Literary Forms and Terms

- Romantic and Victorian Literatures.- Features
- Types of novels: Historical novel, Sentimental novel, Gothic novel, Bildungsroman, Picaresque novel
- Major Writers and Genres

Unit 2: Poetry----- Annotations

- John Keats: *Ode to a Nightingale*
- Robert Browning: *Porphyria's Lover*

Unit 3: Fiction -1

- Jane Austen: *Pride and Prejudice*

Unit 4: Fiction: -2

- Critical Appreciation of the novel *Pride & Prejudice*

Unit 5: Introduction to Charles Dickens' Novel “*David Copperfield*”- *Summary, setting, plot structure, themes, style and language, social background.*

C. Reference Books:

1. The Concise Cambridge History of English literature by George Sampson
2. A short Oxford History of English Literature by Andrew Sanders
3. English Critical Texts by Enright D. J.
4. A Glossary of Literary Terms by M.H. Abrams

Learning Out Comes

CO1.Know and understand selected aspects of English grammar in practical, real-life contexts.

CO2.Use the knowledge of these grammar aspects in interactive activities, and application exercises,

CO3.use grammar effectively for communication purposes.

Syllabus

Unit 1: ii. Using Past, Present and Future tenses & Linkers to

- A) Recount Events
- B) Recall Experiences
- C) Narrate Situations
- D) Predictions and Plans

(expressions and forms related to recount of events; recall of experiences; narration of situations ; Predictions and Plans)

Unit 2: Using Modals and Interrogatives for

- e) Asking for and offering information and help/advice
- f) Asking for and giving directions, instructions, clarification to perform tasks
- g) Making and responding to requests
- h) Offering and responding to suggestions and recommendations

(Expressions and forms related to asking and offering information, help/advice; to asking for and giving directions, instructions, clarification to perform tasks; making and responding to requests; offering and responding to suggestions and recommendations)

Unit 3: Using Reported Speech for

- d) Reporting Conversations
- e) Reporting Events
- f) Reporting Incidents

(Expressions and form related to reporting conversations ; reporting of events; reporting of incidents)

Unit 4: Using Degrees of comparison to

- e) Compare and Contrast People
- f) Compare and Contrast Places and things
- g) Compare and Contrast Situations

1. Expressions & appropriate sentence form used to compare and contrast people; compare and contrast places and things; to compare and contrast situations.

Unit 5: a. Using Passive voice for

- d) Emphasis on actions and results
- e) Anonymity and formality in reports
- f) Objectivity in reporting, office, technical and scientific writing

Identification of active and passive forms in various language functions; framing passive structure; limitations to the use of passive in selected verbs;

Reference books:

- 1.Leech, G. & J. Svartvik (2002) A Communicative Grammar of English. Pearson, India.
2. "Practical English Usage" by Michael Swan
3. Grammar Practice Activities- Penny Ur

Department of English
Semester III -2024-25 Communicative English Minor 3CE-02
Functional Language Skills - 3CE-02

By the end of the course students will be able to

- **CO1.** Understand and analyse reading skills and strategies and use them in reading and comprehending the real word texts by using authentic material
- **CO2.** Understand and analyse strategies for paraphrasing the content they have read
- **CO3.** Converse in select formal and informal situations

Unit-I: Reading as a Skill: (6) CO1

1. Habits of Good Readers L1,2
2. Reading Skills and Strategies L2,3
3. Reading for Comprehension (FIVE Model) L4,5
4. Reading for information- L4,5

Unit-II: Reading with Authentic Sources: (10) CO1

1. Reading News Paper L4,5
2. Reading Brochure L4,5
3. Reading Business Article L4,5
4. Reading Manual L4,5

Unit-III: Paraphrasing Strategies(10) CO2

1. Identification of key points L2,3
2. Word substitutions/ synonyms/alternative word forms L3,4
3. Change of grammatical structure or word order L2,3
4. Comparative modelling L3,4

Unit-IV: Speaking as a Skill (at workplace) 1: (12 hours) CO3

Meeting colleagues (Greetings & introductions) L6

Making and responding to Requests L6

Thanking and Congratulating L6

Taking and responding calls L6

Unit-V: Speaking as a Skill (at workplace) 2: (12 hours) CO3

Fixing/ Making Appointments L6

Agreeing and Disagreeing L6

Making Complaints and Offering Apologies, L6

Suggestions and Advice L6

References

Francoie Grellet, *Developing Reading Skills*

Jack. C.Richards Teaching Listening and Speaking

Bishop and Solan

Govt. College for Women (A) GUNTUR

Communicative English Minor, Semester 4 --2024-25

MNR4CE-03 Proficiency in Spelling & Pronunciation. 48 hrs.

By the end of the course, Learners will be able to

- **CO1.** Know and identify the basics of speech sound production in terms of organs, manner and place of articulation.
- **CO2.** Analyse the accurate pronunciation/production of English sounds, accent and intonation.
- **CO3.** Speak English using correct pronunciation, accent, and tones.

Unit 1 : Sounds and Spelling

1. Sound Identification: (from spelling)
2. Segmenting and Blending: (word segment and blending)
3. Letter-Sound Correspondence
4. Spelling Patterns:

Unit 2: Sounds and Pronunciation (Oral production)

5. Speech Sounds of English – (Vowels)
6. Speech Sounds of English – (Consonants)
7. Consonant Clusters
8. The Syllable

UNIT- 3: Mechanics of English Sound System-10 (Transcription with dictionary)

5. Phonemic symbols for English sounds.
6. Three Term Labels
7. Phonemic transcription of words
8. Phonemic transcription of phrases

Unit 4: Commonly Misspelt & Mispronounced Words

1. Common errors in spelling
2. Common errors in pronunciation: Vowels
3. Common errors in pronunciation: consonants: Plural marker, present tense marker, past tense marker

UNIT – V – Application of Supra segmental for Effective Speaking-10

5. Word- Accent
6. Accent & Rhythm in Connected Speech
7. Intonation
8. Using connected speech with correct pronunciation, stress and intonation (tone group, tonic syllable etc.)

Govt. College for Women (Autonomous): Guntur

SEMESTER-IV, 2024-25 PAPER- MNR 4CE-04

Strengthen your Listening, Speaking and Writing Skills

Unit I: Listening as a Skill:

1. Barriers to Listening
2. Traits of a Good Listener
3. Listening Types- Purposeful Listening,
4. Listening for general and specific information and inference

Unit-II: Listening with authentic sources

1. Public Announcements
2. News bulletins & Weather forecast
3. Podcasts
4. Interviews of celebrities

Unit-III :Summarising Strategies

1. Note Taking/Note Making
2. Sequencing of Ideas
3. Sentence Skills
4. Summarising

Unit-IV : Writing for Workplace

- a. Writing Notices and Circulars
- b. Writing Agenda
- c. Writing Minutes of a meeting

Unit-V: Speaking Skill:

- a. Making Enquiries
- b. Giving Directions
- c. Sharing experiences
- d. Small Talk

Govt. College for Women (A), Guntur- Department of English
Special English, 2024-2025
Semester-VI, Paper-6A
An Introduction to English Language Teaching SE107-6A

Course Outcomes: By the end of the course during the Fifth semester, 5hours a week and 4credits a semester, students will be able to

CO1 analyze and evaluate the implications of theories on second language Teaching and ,the benefits of different methods of Teaching Language

CO2 apply different learning styles and intelligences for self-learning and classroom teaching

CO3 write a lesson plan for teaching English Language

CO4.understand and differentiate testing and evaluation

At the end of the course, the student is expected to Demonstrate the above cognitive abilities (thinking skills) and psychomotor skills.

Syllabus

Unit.1

Theories of Second Language Acquisition–Behaviourism–Universal Grammar Theory– Monitor theory– Cognitivism–Motivation–Scaffolding techniques

Unit.2

Methods of Teaching English – Audio Lingual Method - Structural Approach- Grammar Translation Method—Oral Approach—Situational Approach—Direct Method—Bilingual Method—Communicative Method-Eclectic Approach

Unit.3

Learning Styles and Multiple Intelligences–Audio-Visual Aids-Activity Based Language Teaching (Survey Project)

Unit.4

Content Vs Activities-Lesson Planning and Evaluation–Planning Lessons for Prose, Poetry and Grammar (Lesson Plan Project)

Unit.5

Introduction to Testing and Evaluation–Internal and External Evaluation–Types of Tests

References:

1. Penny Ur: *A Course in Language Teaching: Practice and Theory*: CUP,1996
2. Stern,H.H: *Fundamental Concepts of Language Teaching*:OUP,2003
3. Larsen-Freeman, Dianne: *Techniques and Principles in Language Teaching*: OUP,2003
4. Richards, J.C& Theodore S.Rodgers: *Approaches and Methods in Language Teaching*,CUP,2007
5. Baruah,T.C:*The English Teacher's Handbook*: NewDelhi, Sterling,2009

III BA-Special English- Semester- V - 2023-24 (SEC)
7A- Creative Writing and Literary Appreciation (SE107-7A)
No. of Hours: 75 (05 per Week) Credits: 04 Max. Marks: 100

Course Outcomes:

At the end of the course, the student will be able to:

CO1 analyse and acquire strategies of academic and creative writing

CO2 evaluate literary forms of poetry, fiction and prose for literary appreciation

CO3 demonstrate critical and creative writing skills through diary entry, book review, short story and essay writing

Unit-1 : Writing Skills

1. Aspects of Academic Writing: 5 step writing process
 - a. Gathering Information
 - b. Organizing information
 - c. Rough Draft
 - d. Peer Review
 - e. Fair Draft (paragraph analysis)
2. Aspects and features of Creative Writing

Unit 2 Short story & Novel

1. Understanding Fiction:
 - a. *Everyday use* by Alice Walker: Visual description, point of view, and setting
 - b. *6 feet of the country* by Nadine Gordimer: Plot, Character, Theme, and Narrative technique
2. Understanding prose:
 - a. *Ecofeminism -Women in Nature* by Vandana Shiva
 - b. *The Power of Prayer* (Essay) by APJ Abdul Kalam
: Persuasiveness, Readability and Argument

Unit 3. Understanding Poetry:

- a. *Endless Time* by Rabindranath Tagore: **Figurative language**
- b. *Elegy Written in a Country Churchyard* by Thomas Gray : **Imagery**
- c. *The Hollow Men* by T.S. Eliot

Unit 4. Critical writing skills

- a. Diary Writing : *The Diary of a Young Girl* by Anne Frank
- b. Book Review

Unit 5. Creative Writing Skills

1. Writing a Short Story
2. Dynamics of Essay writing
 - a. Structure of an Essay
 - b. Writing different types of essays: Narrative essay and Descriptive essay

Resources for Further Reading:

1. Stephen King. On Writing: A Memoir of the Craft. Scribner, 2010.
2. Alice LaPlante. The Making of a Story: A Norton Guide to Writing Fiction and Non-Fiction. W.W.Norton, New York.2009
3. Philip Seargeant & Bill Greenwell. From Language to Creative Writing: An Introduction. Bloomsbury Academic, London, 2013.
5. Tips for Creative Writing: <https://www.lexico.com/grammar/top-tips-for-creative-writing>
6. Creative Writing: Simple Definition and Tips: <https://grammar.yourdictionary.com/word-definitions/definition-of-creative-writing.html>
7. Bishop and Solan. Academic Writing: 5 Step Writing Process

Government College for Women (A), Guntur
Department of English Domain Subject: Special English
Skill Enhancement Courses (SEC) for Semester-V 2024-25
Pair-2: Course 6B
Teaching English Online (SE107-6B)

No.of Hours:75 (05perWeek)

Credits: 04

Max.Marks: 100

OUTCOMES

At the end of the course the student will be able to:

- i. Understand online Teaching of English
- ii. Acquire skills of teaching online
- iii. Identify online resources for teaching
- iv. Conduct classes online
- v. Use Technology for evaluating students' performance

SYLLABUS

Unit-I

1. Contextualizing the Online Teaching of English(The learners, the context, the content)
2. Types of Online Teaching
(Self-learning, Guided Learning, Blended Learning, Flipped Classroom etc.)

Unit-II

- 3.Course Planning
(Course Modalities, Timelines and Chunking)
- 4.Lesson Planning
(Course Content, Materials, Additional Inputs)

Unit-III

- 5.Types of Online Teaching Platforms
(LMS, Moodle, Google Classroom, Zoom, Cisco-WebEx, Google Meet, etc.)
- 6.OnlineClassroomManagement
(Break-up Rooms, Chat Boxes, Polling/Voting, Interaction)

Unit-IV

1. Online Educational Resources(Copyright, Creating Own Resources)
2. Collaboration

Unit-V

1. Mobile Learning
2. Online Evaluation

Resources for Further Reading:

1. Virendra Mishra et al. English Language Teaching Skills. Cambridge UniversityPress,2020
2. N.Krishna Swamy & Lalitha Krishna Swamy. Methods of Teaching English. TrinityPress,2014.
3. NavitaArora.English LanguageTeaching.MacGrawHill,2012
4. N.Krishna Swamy & Lalitha Krishna Swamy. Teaching English: Approaches, Methods and echniques.Macmillan India limited,2005.
5. Cambridge assessmentEnglish:<https://www.cambridgeenglish.org/blog/12-tips-for-teaching-an-online-english-class/>
6. Online English Resources for Teachers:<https://www.britishcouncil.org.br/en/programmes/english/resources-teachers>

Government College for Women (A), Guntur Department of English
Domain Subject: Special English

Skill Enhancement Courses (SEC) for Semester-V 2024-25
Pair-2: Course7-B English for Journalism and Advertising (Print media) SE107-7B

No.of Hours:75 (05perWeek)

Credits: 04

Max.Marks: 100

OUTCOMES:

At the end of the course the student will be able to:

- vi. Understand the Principles of Journalism
- vii. Acquire Language Skills for effective communication
- viii. Identify online resources for personal improvement
- ix. Demonstrate Speaking Skills for the media
- x. Analyse events for authentic reporting

SYLLABUS

Unit-I

- 1. Principles of Journalism:
(Gathering Information, Verifying Facts, Reporting the Events, Impacting People)
- 2. Use of English in News Papers(Simple, Formal, Concise and Impersonal)

Unit-II

- 1. Print Media:(Different Types of Newspapers, Magazines and Periodicals)
- 2. English Language for Journalism: (Specific Use of Tenses, Vocabulary, Agreeing and Disagreeing, Reported Speech)

Unit-III

- 1. Journalism as a Social Memoir
- 2. Style Guide and Proofreading

Unit-IV

- 1. Writing for the Media
- 2. Advertising and Its Lexical Features

Unit-V

- 1. Speaking Skills for the Media
- 2. Journalism in the Digital Age

Resources for Further Reading:

- 1. Wyn ford Hicks. English for Journalists (Media Skills).4th Edition,Routlede,2013.
- 2. Crawford Gillan, Sir Harold Evans. Essential English for Journalists, Editors and Writers. Random House, 2010.
- 3. Sylee Gore. English for Marketing & Advertising. Oxford University Press, USA,2008
- 4. Angela Goddard.The Language of Advertising:WrittenTexts.Routledge,1998
- 5. Bill Kovach and Tom Rosenstiel. The Elements of Journalism. Crown Publishers, Newyork, 2007
- 6.The Guardian-News Writing:
<https://www.theguardian.com/books/2008/sep/25/writing.journalism.news>
- 7.Indian Institute of Mass Communication
http://iimc.nic.in/content/44_1_JournalismEnglish.aspx
- 8.American Press Association
<https://americanpressassociation.com/principles-of-journalism/>
- 9.Thought Co. Advertising Vocabulary for English Learners:
<https://www.thoughtco.com/advertising-vocabulary-1210143>

Government College for Women (A), Guntur
Department of English
Special English Semester-V, Paper 6C 2024-25
An Introduction to Writing for Media, SE107-6C

Outcomes:

By the end of the course the student will be able to

- Know and understand the nature and role of various types of media with a focus on Indian media
- Analyse the features that make a news report, various sections of a newspaper and its jargon
- Acquire the mechanics of newspaper writing in terms of vocabulary, sentence structure and the basics of writing news
- Write basic news story, report and features
- Write captions and news stories for pictures
- Translate news from Telugu to English at a primary level

SYLLABUS

UNIT I - Nature and role of Media

- i) History, Definition and features of Print, electronic and Digital media
- ii) Contribution of Indian Media (Paper & Radio) During Indian freedom struggle & Emergency
- iii) Indian Press - Influence of public Opinion
- iv) Introduction to News Agencies - At present (Different National and International Media Agencies)

Unit II – What makes a news report

- i) What makes the news: Characteristics of a good news report
- ii) Sources of News- Kinds of Reporters
- iii) News reports and Public Interest
- iv) Editorial and its characteristics
- v) Glossary of Newspaper Jargon

Unit III – Mechanics of Writing News Reports

- i) Analysis of News stories for identifying – Headlines, subheads, captions, reviews.
- ii) Vocabulary that can affect the slang, emotive words, and neutral words.
- iii) Writing the Lead- Inverted Pyramid structure (Five Ws and H)
- iv) Use of passive structures. (Authentic use)
- v) Writing Headlines, Do's & Don'ts

Unit IV – Writing reports and features

- i) Making of a News Story
- ii) Writing of News report
- iii) Feature Writing- Definition - Qualities
- iv) Kinds of feature Writing - Arts, Travel, Food, Leisure, Wellness & Health

Unit V - Picture Writing & Translation

- i) Writing Captions for Pictures
- ii) Picture Writing- writing a story based on the picture(creative) based on real events reported in the past.
- iii) Translation of News - Telugu into English (Basic level)(practical translation)

References

Government College for Women (A), Guntur
Department of English

Domain Subject: Special English

Skill Enhancement Courses (SEC) for Semester-V 2024-25

Pair-1: Course 7C

Skills and Procedure of Translation (English & Telugu) SE107-7C

No. of Hours: 75 (05 per Week) Credits: 04 Max. Marks: 100

OUTCOMES:

At the end of the course the student will be able to:

- i. understand the central issues of Translation
- ii. Use the methods of Translation
- iii. Translate from English to Telugu and Vice-versa
- iv. Translate different Genres
- v. Make use of Technology for Translation

SYLLABUS

Unit-I

1. Types of Translation & Tools:
(Interlingual, Intralingual and Intersemiotic Translation & Types of Dictionaries, Thesaurus, Encyclopedia, Online Resources)
2. Central Issues in Translation: A Multi-Cultural Interaction (Language, Culture, Equivalence, Loss and Gain in Translation)

Unit-II

1. Pragmatic Translation (Technical, Media and Medical)
2. Literary Translation (Translation of Creative Writing)

Unit-III

Strategies Procedures: (True Translation, Literal Translation, Free Translation, Transliteration, Transcreation)

1. Problems in translation from English to Telugu & Vice-versa

Unit-IV

1. Translating Short Fiction, Prose and Poetry
2. Translating for the Print Media & Advertisements

Unit-V

1. Technical Translation
2. Translation and Technology

Resources for Further Reading:

1. Susan Bassnett. Translation Studies. Routledge: Taylor & Francis Group, New York, 2005. (1st and 3rd Chapters)
2. Peter Newmark. Approaches to Translation. Prentice Hall, New York,
3. Roman Jakobson. "On Linguistic Aspects of Translation", On Translation Ed. by Reuben Arthur Brower, Harvard University Press, 1959.
4. H. Lakshmi. Problems of Translation. Booklinks Corp. 1993
5. National Translation Mission,
Mysore: https://www.ntm.org.in/languages/english/ongoinginitiatives_ntm.aspx

Government College for Women (A), Guntur- Department of English
Communicative English, Semester-V, Paper 6A 2024-25

An Introduction to Writing for Media, CE104-6A

Outcomes:

By the end of the course the student will be able to

CO1. Know and understand the nature and role of various types of media with a focus on Indian media.

CO2. analyse the features that make a news report, various sections of a newspaper and its jargon.

CO3. Acquire the mechanics of newspaper writing in terms of vocabulary, sentence structure and the basics of writing news.

CO4. write different types of news items and translate news from Telugu to English at a primary level

UNIT I - Nature and role of Media

i) History, Definition and features of Print, electronic and Digital media

ii) Contribution of Indian Media (Paper & Radio) During Indian freedom struggle & Emergency

iii) Indian Press - Influence of public Opinion

iv) Introduction to News Agencies - At present (Different National and International Media Agencies)

Unit II – What makes a news report

i) What makes the news: Characteristics of a good news report

ii) Sources of News- Kinds of Reporters

iii) News reports and Public Interest

iv) Editorial and its characteristics

v) Glossary of Newspaper Jargon

Unit III – Mechanics of Writing News Reports

i) Analysis of News stories for identifying – Headlines, subheads, captions, reviews. ii) Vocabulary that can affect the slang, emotive words, and neutral words.

iii) Writing the Lead- Inverted Pyramid structure (Five Ws and H)

iv) Use of passive structures. (Authentic use)

v) Writing Headlines, Do's & Don'ts

Unit IV – Writing reports and features

i) Making of a News Story

ii) Writing of News report

iii) Feature Writing- Definition - Qualities

iv) Kinds of feature Writing - Arts, Travel, Food, Leisure, Wellness & Health

Unit V - Picture Writing & Translation

i) Writing Captions for Pictures

ii) Picture Writing- writing a story based on the picture(creative) based on real events reported in the past.

iii) Translation of News - Telugu into English (Basic level)(practical translation)

References:

- Basic Journalism by Rangaswami Parthasarthy, Macmillan India, 1984.
- Writing for Media- Usha Raman, OUP, 2009
- Writing for the Media, Adam Wheeler, Emerald Publishing House
- Basics of Media Writing- A Strategic Approach, Scott. A. Kuehn, Andrew Lingwall, 2016, CQ Press
- The Media Book: Ed. by Chris Newbold, Oliver Boyd-Barrett, Hilde Van Ren Bulck

Govt. College for Women (Autonomous):Guntur
CE Semester V, Paper VII A 2024-25
English Language Teaching–Communicative Approach CE104-7A

Course Outcomes:

By the end of the course students will be able to

- CO1.** understand communicative method of language teaching and evaluate it with one's own language learning experiences.
- CO2.** Experience classroom management issues and work out solutions for them.
- CO3.** write lesson plans in PWP style using authentic material.
- CO4.** Demonstrate eliciting techniques and effective way of giving instructions while teaching LSRW skills using these lesson plans.

Unit.1

What is CLT? – Introduction to Communicative Language Teaching – Student Centered Methods–
Developing Skills–Teacher as a Facilitator

Unit.2

Classroom Management–Problems with Large Classrooms– Solutions– Pair and Group Work -Elicitation
Techniques

Unit.3

Lesson Planning–PWP Style

Unit.4

Developing LSRW Skills–PWP–Using Authentic Materials

Unit.5

Motivation, Error Correction and Giving Feedback–Accuracy vs Fluency Molding Learner's autonomy

References:

1. Communicative Language Teaching: An Introduction (Cambridge Language Teaching Library)
Paperback – 31Mar 1981byWilliamLittlewood
2. Jack.C. Richards, The Context of Language Teaching CUP1985
3. The Language Teaching Matrix, CUP,1990

Domain Subject: Communicative English

Skill Enhancement Courses (SEC) for Semester-V from 2024-25 Pair-2:

Course 6B

TEACHING ENGLISH ONLINE CE104-6B

No. of Hours:75 (05perWeek)

Credits: 04

Max. Marks: 100

OUTCOMES:

At the end of the course the student will be able to:

- i. Understand online Teaching of English
- ii. Acquire skills of teaching online
- iii. Identify online resources for teaching
- iv. Conduct classes online
- v. Use Technology for evaluating students' performance

SYLLABUS

UNIT -I

3. Contextualizing the Online Teaching of English (The learners, the context, the content)
4. Types of Online Teaching
(Self-learning, Guided Learning, Blended Learning, Flipped Classroom etc.)

UNIT II

1. Course Planning
(Course Modalities, Timelines and Chunking)
2. Lesson Planning
(Course Content, Materials, Additional Inputs)

UNIT III

1. Types of Online Teaching Platforms
(LMS , Moodle, Google Classroom, Zoom , Cisco-WebEx, Google Meet, etc.)
2. Online Classroom Management
(Break-up Rooms, Chat Boxes, Polling/Voting, Interaction)

Unit-IV

3. Online Educational Resources (Copyright, Creating Own Resources)
4. Collaboration

Unit-V

3. Mobile Learning
4. Online Evaluation

Resources for Further Reading:

7. Virendra Mishra et al. English Language Teaching Skills. Cambridge University Press, 2020
8. N.Krishna Swamy & Lalitha Krishna Swamy. Methods of Teaching English. Trinity Press, 2014.
9. Navita Arora. English Language Teaching. MacGraw Hill, 2012
10. N.Krishna Swamy & Lalitha Krishna Swamy. Teaching English: Approaches, Methods and Techniques. Macmillan India Limited, 2005.
11. Cambridge Assessment English: <https://www.cambridgeenglish.org/blog/12-tips-for-teaching-an-online-english-class/>
12. Online English Resources for Teachers: <https://www.britishcouncil.org.br/en/programmes/english/resources-teachers>

Domain Subject: Communicative English

Skill Enhancement Courses (SEC) for Semester-V from 2022-23

Pair-2: Course 7-B

ENGLISH FOR JOURNALISM AND ADVERTISING (PRINTMEDIA) CE104-7B

No. of Hours: 75 (05 per Week)

Credits: 04

Max. Marks: 100

OUTCOMES:

At the end of the course the student will be able to:

- xi. Understand the Principles of Journalism
- xii. Acquire Language Skills for effective communication
- xiii. Identify online resources for personal improvement
- xiv. Demonstrate Speaking Skills for the media
- xv. Analyse events for authentic reporting

SYLLABUS

Unit-I

1. Principles of Journalism:
(Gathering Information, Verifying Facts, Reporting the Events, Impacting People)
2. Use of English in News Papers (Simple, Formal, Concise and Impersonal)

Unit-II

1. Print Media: (Different Types of News Papers, Magazines and Periodicals)
2. English
Language for Journalism: (Specific Use of Tenses, Vocabulary, Agreeing and Disagreeing, Reported Speech)

Unit-III

1. Journalism as a Social Memoir
2. Style Guide and Proof reading

Unit-IV

1. Writing for the Media
2. Advertising and Its Lexical Features

Unit-V

1. Speaking Skills for the Media
2. Journalism in the Digital Age

Resources for Further Reading:

1. Wynford Hicks. English for Journalists (Media Skills). 4th Edition, Routledge, 2013.
2. Crawford Gillan, Sir Harold Evans. Essential English for Journalists, Editors and Writers. Random House, 2010.
- Angela Goddard. The Language of Advertising: Written Texts. Routledge, 1998
3. Bill Kovach and Tom Rosenstiel. The Elements of Journalism. Crown Publishers, New York, 2007
6. The Guardian-News Writing:

<https://www.theguardian.com/books/2008/sep/25/writing.journalism.news>

7. Indian Institute of Mass Communication

http://iimc.nic.in/content/44_1_JournalismEnglish.aspx

8. American Press Association

<https://americanpressassociation.com/principles-of-journalism/>

Domain Subject Communicative English (2024-25)

Skill Enhancement Courses (SEC) for Semester-V from 2022-23

Pair-3: Course **6C**

Creative Writing and Literary Appreciation CE104-6C

No. of Hours: 75 (05 per Week)

Credits: 04

Max. Marks: 100

OUTCOMES:

At the end of the course the student will be able to:

- vi. Understand and define the art of Creative Writing
- vii. Identify different literary genres
- viii. Review the published works of others
- ix. Deliver presentations on the literary works
- x. Demonstrate the creative writing skills

SYLLABUS

Unit-I

1. Understanding Creative Writing
2. Characteristics of Good Writing

Unit-II

1. Understanding Fiction: Novel and Short Story
(**Plot, Character, Theme and Narrative Technique:** A Tale of Two Cities –by Charles Dickens; **Visual Description, Point of View and Setting:** ‘The Black Cat’ –by Edgar Allen Poe)
2. Understanding Prose
(**Language and Style:** Francis Bacon’s ‘Of Studies’;
Persuasiveness, Readability and Argument: ‘The Power of Prayer’ –by APJ Abdul Kalam)

Unit-III

1. Understanding Poetry
(**Figurative Language:** ‘Endless Time’ –by Rabindranath Tagore;
Imagery and Metre: ‘Elegy Written in a Country Churchyard’ –by Thomas Gray;
Tone: ‘The Lovers of the Poor’ –by Gwendolyn Brooks)
2. Mechanics of Poetry

Unit-IV

1. Writing a Memoir
2. Writing Reviews

Unit-V

1. Writing a Short Story
2. Writing Different Types of Essays

Resources for Further Reading:

1. Stephen King. On Writing: A Memoir of the Craft. Scribner, 2010.
2. Alice LaPlante. The Making of a Story: A Norton Guide to Writing Fiction and Non-Fiction. W.W. Norton, New York. 2009

Tara Mokhtari. The Bloomsbury Introduction to Creative Writing. Bloomsbury

1. Academic, London, 2015.
2. Philip Seargeant & Bill Greenwell. From Language to Creative Writing: An

Domain Subject: Communicative English(2024-25)

Skill Enhancement Courses(SEC)for Semester-V from2022-23 Pair-1:Course 7-C

SKILLS AND PROCEDURES OF TRANSLATION (ENGLISH&TELUGU) CE104-7C

No.of Hours:75

(05 per Week)

Credits: 04

Max.Marks: 100

OUTCOMES:

At the end of the course the student will be able to:

- vi. Understand the central issues of Translation
- vii. Use the methods of Translation
- viii. Translate from English to Telugu and Vice-versa
- ix. Translate Different Genres
- x. Make use of Technology for Translation

SYLLABUS

Unit-I

1. Types of Translation & Tools:
(Interlingual, Intralingual and Intersemiotic Translation &Types of Dictionaries, Thesaurus, Encyclopedia, Online Resources)
2. Central Issues in Translation: A Multi-Cultural Interaction (Language, Culture, Equivalence, Loss and Gain in Translation)

Unit-II

1. Pragmatic Translation (Technical, Media and Medical)
2. Literary Translation (Translation of Creative Writing)

Unit-III

- 1.Strategies & Procedures:(True Translation, Literal Translation, Free Translation, Transliteration, Transcreation)
2. Problems in translation from English to Telugu & Vice versa

Unit-IV Translating Short Fiction, Prose and Poetry

2. Translating for the Print Media & Advertisements

Unit-V

- 1.Technical Translation
2. Translation and Technology

Resources for Further Reading:

Susan Bassnett. Translation Studies. Routledge: Taylor & Francis Group, New York, 2005.(1st and 3rd Chapters)

Peter Newmark. Approaches to Translation. Prentice Hall, New York,

Roman Jakobson. "On Linguistic Aspects of Translation", On Translation Ed. by Reuben Arthur Brower, Harvard University Press, 1959.

H.Lakshmi. Problems of Translation. Booklinks Corp. 1993

National Translation Mission,

Mysore: https://www.ntm.org.in/languages/english/ongoinginitiatives_ntm.aspx

CERTIFICATE COURSES

GOVERNMENT COLLEGE FOR WOMEN (A), GUNTUR

DEPARTMENT OF ENGLISH

1. ABILITY ENHANCEMENT CERTIFICATE COURSE (AECC)

2024-2025

TITLE OF THE CERTIFICATE COURSE: THE JOY OF READING
(COMICS & CLASSICS – ABRIDGED VERSION)

DURATION OF THE COURSE: 30 HOURS

YEAR & SEMESTER: I YEAR & 1ST SEMESTER

PROGRAM: B.A. (SPECIAL ENGLISH) – SINGLE MAJOR

COURSE OBJECTIVES:

This Certificate Course will:

- Promote the habit of reading.
- Introduce the pleasure of reading a few well-known comics and classics.
- Cultivate the habit of analyzing a story.

WEEK	DAY	TITLE OF THE STORY	MONTH, EDITION & YEAR	NAME OF THE MAGAZINE/BOOK	LEVEL	HOURS
1 st	1	Dadaji & world rhinoceros day -	September, second & 2023	Champak	1	1
	2	Dadaji & world hello day	November, second & 2023	Champak	1	1
	3	Dadaji & republic day	January, second 2024	Champak	1	1
2	4	Dadaji & world radio day	February, first & 2024	Champak	1	1
	5	Dadaji & pi day	March, first& 2024	Champak	1	1
	6	Chacha choudary & photon car	Nil	Chacha choudary	2	1
3	7	Chacha choudary & lion of the circus	Nil	Chacha choudary	2	1

	8	Chacha choudary & in desert	Nil	Chacha choudary	2	1
	9	Formative assessment one – 25 marks -				
4	10	Jungle book	Nil	My first world classics series	3	2
	11					
	12	Peter pan	Nil	My first world classics series	3	2
	13				3	
5	14	Alice in wonderland	Nil	My first world classics series	3	2
	15				3	
	16	Pinocchio	Nil	My first world classics series	3	2
	17				3	
6	18	Peter pan	Nil	My first world classics series	3	2
	19				3	
	20	Heidi	Nil	My first world classics series	3	2
	21				3	
7	22	Formative assessment two – 22 nd day – 25 marks				
	23	The wizard of oz	Nil	My first world classics series	3	2
	24				3	
	25	Around the world in eighty day	Nil	My first world classics series	3	2
8	26				3	
	27	Treasure island	Nil	My first world classics series	3	2
	28				3	
	29	Gullivers’ travels	Nil	My first world classics series	3	2
9	30				3	
	Taken up before Semester I	Robinson crusoe	Summative assessment – oral presentation & written – 50 marks			

2. Certificate Course in English for Career Development: Syllabus

Unit	Topic
Unit I	Essentials of Sentence Construction a. Expressing Ability and Possibility b. Expressing Necessity and Obligation c. Offering Suggestions / Advice d. Asking for Permission and Making Requests
Unit II	Vocabulary in Context a. Vocabulary for Everyday Conversations b. Vocabulary for Public Spaces c. Vocabulary for Workplace d. Vocabulary for Academic Purposes
Unit III	Strengthening Sentence Skills for Oral and Written Communication a. Frame Your Sentences b. Let's Learn to Report c. Compare and Contrast d. Connectors and Clauses
Unit IV	Analysing and Developing Paragraphs a. Brainstorming b. Mind Mapping c. Understanding a Paragraph d. Paragraph Analysis e. Two Minute Speaking
Unit V	Descriptions and Narrations a. Paraphrasing b. Summarizing c. Writing a Paragraph d. Analysis of the Essay e. Descriptive and Narrative Essays

Government College for Women (A), Guntur.

Department of English

Certificate Course

English for Competitive Examinations

Introduction

What are the essential aspects of the English Language Section of a Competitive Examination? What do you need to get maximum score in the English language section of the competitive examinations?

1. Vocabulary:

Vocabulary is the foundation for any language. Good knowledge of English vocabulary is essential to get a high score in the English language section.

The topics covered in the vocabulary section are:

- a. Synonyms and Antonyms
- b. Spelling Test/Cloze Test
- c. Fill in the Blanks
- d. Idioms & Phrases
- e. One Word Substitution
- f. Confusing words
- g. Collocations
- h. Sentence or Phrase Improvement

2. Grammar:

The topics covered in the grammar section are:

- a. Parts of speech (noun, adjective, pronoun, verb, adverb, preposition, conjunction)
- b. Tenses
- c. Active and passive voices
- d. Degrees of comparison.
- e. Direct and indirect speech
- f. Types of sentences -Simple, compound and complex.
- g. Error spotting

3. Comprehension: Passages for reading and comprehending.

There are different types of comprehension questions.

- a. GLOBAL: These questions will ask for the big picture, whole passage point-of-view.
- b. Factual questions
- c. Primary idea questions
- d. Inferential questions
- e. Tone of the author questions
- f. Draw conclusion questions.

- g. Exception questions
- h. Source question