

Rayat Shikshan Sanstha's
YASHAVANTRAO CHAVAN INSTITUTE OF SCIENCE, SATARA
(AUTONOMOUS)

FACULTY OF SCIENCE
SYLLABUS FOR BACHELOR OF SCIENCE
PART I (SEM-I AND II)

Rayat Shikshan Sanstha's

Yashwantrao Chavan Institute of Science, Satara

Syllabus for Bachelor of Science Part – I

1. **TITLE** : English for communication
2. **YEAR OF IMPLEMENTATION** : Syllabus will be implemented from June 2018 onwards
3. **PREAMBLE** :

The syllabus is framed to give sound knowledge with understanding of communication skills in English to undergraduate students at first year of three years of B.Sc. degree course.

Students learn English as compulsory subject for B.Sc. Part I. The goal of the syllabus is to make study of English interesting encouraging to the students to enhance communication skills.

The new and updated syllabus is based on a basic and applied approach with vigour and depth. At the same time precaution is taken to make the syllabus comparable to the syllabi of other universities and the needs of industries.

The syllabus is prepared after discussion at length with a number of faculty members of the subjects and experts from industries and research fields.

The units of the syllabus are well defined , taking into consideration the level and capacity of students.

4. GENERAL OBJECTIVES OF THE COURSE:

1. To make the students knowledgeable with respect to the subject and its practical applicability.

2. To promote understanding of basic and advanced concepts of communication skills.
3. To develop the students' communication skills.
4. To prepare the students to accept the global challenges of employability.

5. **DURATION** : .The course shall be a full time course

6. **PATTERN** : Semester pattern

7. **MEDIUM OF INSTRUCTION** : English

8. **STRUCTURE OF COURSE:**

1) **FIRST SEMESTER :**

YASHAVANTRAO CHAVAN INSTITUTE OF SCIENCE ,SATARA								
COURSE STRUCTURE UNDER CHOICE BASED CREDIT SYSTEM (CBCS)								
B. Sc -I SEMESTER -I								
Sr. No.	SUBJECT TITLE	PAPER NO	TEACHING SCHEME					
			THEORY (TH)			PRACTICAL (PR)		
			No. of lectures	Hrs	Credits	No. of lectures	Hrs	Credit s
1.	AECC -1A	I	4	3.2	2	---	---	---
	<u>TOTAL OF SEM -II</u>		<u>36</u>	<u>3.2</u>	<u>2</u>			

2) SECOND SEMESTER :

B. Sc -I SEMESTER -II								
Sr.	SUBJECT	PAPER	TEACHING SCHEME					
No.	TITLE	NO	THEORY (TH)			PRACTICAL (PR)		
			No. of lectures	Hours	Credits	No. of lectures	Hours	Credits
1	<u>AECC -1B</u>	<u>II</u>	<u>4</u>	<u>3.2</u>	<u>2</u>	<u>---</u>	<u>---</u>	<u>---</u>
	<u>TOTAL OF SEM -II</u>		<u>36</u>	<u>19.2</u>	<u>2</u>			
	<u>TOTAL OF SEM -I & II</u>		<u>36</u>	<u>38.4</u>	<u>4</u>			

2) Structure and Titles of Papers of B.Sc. Course:

B. Sc. I Semester I

English for Communication

B. Sc. I Semester II

English for Communication

3) OTHER FEATURES:

A) LIBRARY :

- Text book prescribed by Shivaji University, Kolhapur
- Reference books, journals, Grammar books

B) SPECIFIC EQUIPMENTS : (Necessary to run the Course)

- LCD, Projector,
- Visualizer
- Smart board

Rayat Shikshan Sanstha's
Yashavantrao Chavan Institute of Science, Satara

Syllabus w.e.f. from June, 2018

B.Sc. Part I : Compulsory English

Semester -I

Theory : English for Communication

Paper code:

Marks 50

Credits: 2

Learning Objectives:

1. To develop proficiency in utilizing standard forms of writing for a variety of audiences in multiple contexts.
2. To expose the students to preparation and presentation competencies necessary for oral communication in a variety of contexts, as both a speaker and a listener.

Section I Communication Skills

Unit 1: Describing objects and processes (4 L)

Describing objects, language features, describing processes, describing experiments

R1: page 1-7

Unit 2: Information transfer and interpretation of data (4 L)

Tables, Bar diagrams, pie diagrams, Flow chart, Tree diagram

R1: page 11-20

R2: Page 64-82

R3: page 236-58

Unit 3: Reference Skills (4 L)

Dictionary, Thesaurus, Finding out references, Using table of contents and indexes to locate information, information technology,

R2: Page 45-63

R3: page 217-21

Unit 4: Presentation Skills (6 L)

Oral presentation, planning, preparation, execution, body language

R2: page 122-129

R3: page 9-12

R4: page 43-165, 210-252

Section II Reading skills

Unit 5: When the Mop Count Did not Tally- Sudha Murthy (4 L)

RI: page 21-25 **R5**

Unit 6: The Thermostatic Man – Gordon Challis (4 L)

RI: page 26-28

Unit 7: The Axe- R. K. Narayan (4 L)

RI: page 29-38 **R6**

Unit 8: Sonnet to Science - Edgar Allan Poe (4 L)

RI: page 46-48 **R7**

Reference Books:

1. Prescribed text book of Shivaji University
2. Enriching your competence in English, A.R. Thorat, B.S. Valke, S.B. Gokhale, Orient Longman
3. Developing Communication Skills, Krishna Mohan , Meera Banerji, Macmillan India
4. Effective Speaking: Christopher Turk
5. Wise and otherwise : Sudha Murthy
6. Malgudi Days: R. K. Narayan
7. Al Aaraaf, Tamerlane and minor poems: Edger Allan Poe

Learning outcomes:

Unit I:

- Students will understand the language used for description .
- Students will develop the effective writing skill

Unit II:

- Students will understand various forms of information transfer
- Students will develop the critical thinking ability, interpretation ability
- Students will learn to narrate the interpreted information

Unit III:

- Students will understand the concept referencing.
- Students will understand how to locate the information in books and journals for referencing.

Unit IV:

- Students will learn the basics of presentation skills.
- Students will be exposed to non verbal communication

- Students will develop the effective writing skill.

Unit V-VIII :

- Students will learn the basics of reading skills.
 - Students will develop effective reading skill.
 - Students will develop their vocabulary.
 - Students will be exposed to different language styles and the beauty of language.
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Rayat Shikshan Sanstha's
Yashwantrao Chavan Institute of Science, Satara

Syllabus w.e.f. from June, 2018

B.Sc. Part I: Compulsory English

Semester -II

Theory: English for Communication

Learning Objectives:

1. To develop proficiency in utilizing standard forms of writing for a variety of audiences in multiple contexts.
2. To expose the students to preparation and presentation competencies necessary for oral communication in a variety of contexts, as both a speaker and a listener.

Section I Communication Skills

Unit 1: Preparing CV and writing a letter of application (4 L)

CV introduction, Dos and Don'ts of CV, Application letter, Format, Covering letter, American format

R1: 50-58

R3: 126-45, 186-91

Unit 2: Facing an Interview (4 L)

Introduction, what does employer look for during the interview, what should applicant look for before and during the interview, Interview is a formal situation, dos and don'ts of interview.

R1: Page 59-65,

R2: Page 130-40

R3: 126-45

R4: Page 13-41, 210-31

Unit 3: Business correspondence (4 L)

Purpose, structure, layout and form, Types- sales letters, complaint letter, appointment letter, letter of accepting an appointment, enquiry letter, leave application

R3: 126-45, 161-97

Unit 4: Summarizing, note-making and note-taking (6 L)

Summarizing, reading skills, note making, note taking

R2: Page no. 83-96

Section II Reading skills

Unit 5: The Meaning of True wealth- Chetan Bhagat (4 L)

RI:73-77

Unit 6: A Guardian Angel – Ruskin Bond (4 L)

RI:91-97

Unit 7: Poison Tree - William Blake (4 L)

RI:73-77

Unit 8: Night of the Scorpion (4L)

RI:98-100

Recommended Books:

1. Prescribed text book of Shivaji University
2. Enriching your competence in English, A.R. Thorat, Orient Longman
3. Developing Communication Skills, Krishna Mohan , Meera Banerji, Macmillan India
4. Effective Speaking: Christopher Turk

Learning outcomes:

Unit I:

- Students will understand the meaning of CV, difference between CV, Resume and Bio data.
- Students will learn to write effective CV

Unit II:

- Students will understand basics of interview.
- Students will develop the interview skills.
- Students will learn to handle the interview questions.

Unit III:

- Students will understand different letter forms
- Students will learn language skills required for effective letter writing.

Unit IV:

- Students will learn the basics of summarizing and note making.
- Students will be exposed note making skills
- Students will develop note making skills.

Unit V-VIII :

- Students will learn the basics of reading skills.
 - Students will develop effective reading skill.
 - Students will develop their vocabulary.
 - Students will be exposed to different language styles and the beauty of language.
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