

SEMESTER-V

Prescribed Text: *Exploring New Horizons* (Ed-Board of Editors- Orient BlackSwan)

Unit-I- Prose (12 Clock Hours)

1. The Phantom Luncheon – Saki
2. Function of Education –J. Krishnamurti
3. God sees the Truth but Waits – Leo Tolstoy

Unit-II- Poetry (12 Clock Hours)

1. The Neutral Tones – Thomas Hardy
2. Strange Meeting – Wilfred Owen
3. Have you got a brook in your little heart – Emily Dickinson

Unit-III- Grammar (08 Clock Hours)

1. Adverbs and their types (manner, place, time, frequency etc.)
2. Synthesis of sentences by using participles, infinitives, adverbials etc.)
3. Types of Sentences according to function: Declaratives, Interrogatives, Imperatives

Unit-IV- Writing (08 Clock Hours)

1. Paragraph Writing
2. Note-making and Note-taking
3. Reference Skills (Using dictionaries/thesaurus/encyclopedias/year books/table of contents/indices etc)

Unit-V- Soft Skills and Employability Skills (05 Clock Hours)

1. Body Language/Non-verbal Communication
2. Tips for Effective Communication
3. Telephone Skills
4. Teleconferences

SEMESTER-VI

Prescribed Text: *Exploring New Horizons* (Ed-Board of Editors-Orient BlackSwan)

Unit-I- Prose (12 Clock Hours)

1. Shakespeare's Sister – Virginia Woolf
2. After Twenty Years – O. Henry
3. The Conjuror's Revenge – Stephen Leacock

Unit-II- Poetry (12 Clock Hours)

1. The Man of Life Upright – Thomas Campion
2. Money Madness – D.H. Lawrence
3. The Toys – Coventry Patmore

Unit-III- Grammar (08 Clock Hours)

1. Transforming Declarative sentences into Yes-No questions
2. Transforming Declarative sentences into Wh- questions
3. Transforming Positive Imperative sentences into Negative imperatives

Unit-IV- Writing (08 Clock Hours)

1. Email Writing
2. Using Graphs and Charts
3. Dialogue Writing

Unit-V- Soft Skills and Employability Skills (05 Clock Hours)

1. Stress Management
2. Motivation and Positive Approach
3. Goal Setting
4. Adaptability Skills