



Govt. Digvijay Auto. P.G. College

Rajnandgaon

Department Of English

Syllabus : 2020-21

ADD-ON COURSE

IN

SPOKEN ENGLISH AND CREATIVE WRITING

Prog. code - ACSEN - 01

ADD-ON COURSE

THREE YEAR COURSE IN SPOKEN ENGLISH AND CREATIVE WRITING

FIRST YEAR- CERTIFICATE COURSE

Total: 100+100

SENGT- 101



Paper I

100 marks

Unit I:

15

Meeting People, My Family, Asking Questions, Colours around You, Holiday Getaways, Home Sweet Home

Need for English Communication, Pronunciation of Consonant Sounds, Intonation & Modulation (Facial Expressions), Vocabulary List

Unit II:

15

It's My Life, Food for Thought, Making Friends, Buying Things, At the Park, Home Improvement, Pronunciation of Vowel Sounds

Unit III:

15

The Calendar, Time Gone by, Know Your Planet, What Did You Do? Going Places, Do's & Don'ts. Nouns, Pronouns, Verbs, Adverbs, Articles, Adjectives- their uses.

Unit IV:

15

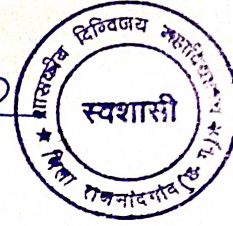
Parts of the Body, Better Than the Best, A Look into the Future, How Do You Feel?, Leisure Time, Who's This? Subject Verb Agreement, Vocabulary List, Preposition, Conjunction, Interjection.

Unit V

(A) General Principles of Writing: 30
Birth of Writing, Types of Writing, Substance of Writing, Techniques to Achieve Lucidity & Direction in Writing, Authenticity in Writing.

(B) Literary Genres: Poetry, Prose, Drama, Fiction, Short Stories, One-Act Play, Biography, Autobiography. 10

SENGT-102
Paper II



100 marks

Internal Assessment –Continuous Internal Assessment through Practice in Language Lab	50
External Assessment: Final Practical Exam in Language Lab (2 Hours)	50

LIST OF REFERNCE BOOKS

CREATIVE WRITING

1. "The art of Fiction: Notes on Craft for young writers."- John Gardiner
2. "From Where your Dream; The Process of Writing Fiction"- Robert Olen Butter.
3. "The Story of Writing"- Donald Jackson.
4. "What to Tell and How to Tell it"-Edna Lyman.
5. "Writer's Workshop: Techniques in Creative Writing"-Barry Maybury

SPOKEN ENGLISH

1. "English in situations" by R.O. Neill (OUP).
2. "What to say when" Ed: Vioin Huggins (BBO London).
3. "Improve your English: English in Everyday Life"- Stephen Brown and Ceil Lucas

APPROVED BY THE BOARD OF STUDIES ON ...03...09...2020

NAME	IN THE CAPACITY OF	SIGNATURE
Dr. Anlta Shankar	Chairman	Anlta
Dr. Mercy George	Subject Expert (V C Nominee)	Virtual consent received
Dr. G A Ghanshayam	Subject Expert (Principal Nominee)	
Dr. Rashmi Dubey	Subject Expert (Principal Nominee)	
Dr. Aaftaab Aman	Advisor (Syllabus Committee)	
Mr. Chandan Soni	Meritorious Ex Student	

ACSEN - 02

SECOND YEAR- DIPLOMA COURSE

Total -100+100

Paper I

SENGT- 201



100marks

15

Unit I:

Communication:

Types of Communication, Elements of Communication, Process of Communication.

Unit II:

15

Tense (Present, Past & Future)

Introductory Speeches, Thanks Giving Speeches, Useful Vocabulary for Formal & Informal Letters

Unit III:

15

Simple, Compound & Complex Sentence, Modals

Offering Encouragement to Somebody

Unit IV:

15

Direct & Indirect Speech, Active & Passive Voice

Congratulations & Good Wishes

Unit V

Basic Elements of Short Stories

20

Children Literature (The Jungle Book, Snow White, Alice in Wonderland)

20

SENGT-2020

Paper II



100 marks

Internal Assessment:	Continuous Internal Assessment through Practice in Language Lab	50
External Assessment:	Final Practical Exam in Language Lab (2 hours)	50

LIST OF REFERNCE BOOKS

CREATIVE WRITING

1. "Short Story Techniques"- John Baland
2. "Adventure, Mystery and Romance"- John Cawetti
3. "Writing Fiction: A Guide to Narrative Craft"- Janet
4. " The Craft of Children's Writing"- Judith Newman
5. "Becoming a Writer"- Dorothea Brande

SPOKEN ENGLISH

1. "Improve your English: English in the Work Place"- Stephen Brown and Ceil Lucas.
2. "Success with English: The Penguin Courses"- Alexander Baird.
3. "English Language Learning Programme"- Prakash Books.
4. "LongMan Student Grammar of Spoken and Written English"- Douglas Biber, Susan Conrad and Geoffrey Leech.

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NAME	IN THE CAPACITY OF	SIGNATURE
Dr. Anita Shankar	Chairman	ANITA
Dr. Mercy George	Subject Expert (V C Nominee)	} Virtual Consent- received.
Dr. G A Ghanshayam	Subject Expert (Principal Nominee)	
Dr. Rashmi Dubey	Subject Expert (Principal Nominee)	
Dr. Aaftaab Aman	Advisor (Syllabus Committee)	
Mr. Chandan Soni	Meritorious Ex Student	

ACSEN-03

THIRD YEAR- ADVANCED DIPLOMA COURSE

Total-100+100

Paper-I

SENGT-301



100 marks

Unit I:

Transformation of Sentences; Synthesis of Sentences, Register and Style

15

Unit II:

Facing Group Discussions, Interviews; Preparing good Resume and presenting it before the Interview Team, Role of language in Personality Development

15

Unit III:

Public Speaking & Presentation, Use of Idioms in Spoken English, Introduction to Speech

15

Unit IV:

How to Pronounce Correctly, Mastering Spoken English, Effective Oral Communication.

15

Unit V: (A) Writing for Media, Radio and Television

20

Principles & Methods of Effective Writing, Radio and its Potential, Radio talks, Interviews and Discussions, Television and its Potential, Advertising and Media, Newspaper Reports

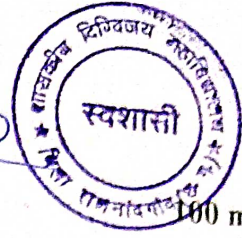
(B) Basic Elements of Poetry (Themes, Structures, Imagery, Symbols, Language, Rhythm),

Appreciating Indian Writings in English (Jayant Mahapatra , APJ Kalam's Ignited Minds, R.K.

Narayan's Swami & Friends)

20

SENGT-302
Paper II



Internal Assessment: Continuous Internal Assessment through Practice in Language Lab	50
Project Work	50

LIST OF REFERNCE BOOKS

CREATIVE WRITING

1. "Understanding Poetry"-Brooks, Cleanth and Warren Penn
2. "The Making of a Poem"- Ted Hughes
3. "The Poetic Image"- Day C. Lewis
4. "Radio Power"- Julian Hale
5. "Writing for Television"-Sir Basil Barlett

SPOKEN ENGLISH

1. "Spoken English learned Quickly"-Lynn Lundquist
2. "Fluent English"- Living Language.
3. "English Language Learning Programme"- Prakash Books.

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