

**Minor/Elective
Course I
(Theory)**

Minor English language Papers are designed for those, who are willing to enter bachelor study programme at Udai Pratap Autonomous College, Varanasi, but do not have sufficient knowledge of the English Language necessary for high quality study.

Subject : English		
Course Code : ENG 001	Course Title : Dictionary and Study Skills	
Course Outcome :		
Some of the course learning outcomes that learners of this course are supposed to have are that they can :		
<ul style="list-style-type: none"> • Demonstrate their ability to use a dictionary effectively. • Understand the multiple uses of a dictionary. • Appreciate the need for reference study skills. • Make/take notes systematically. • Develop graphs, charts, grids and other visual support to understand a text. • Cite references in a systematic manner. 		
Credit :4	Minor Course	
Max Marks – 25+75	Min Marks 40	
UNIT	TOPIC	No. of Lectures
I	Introduction to a dictionary and its types.	08
II	Mapping a dictionary to local words easily and multiple uses of dictionary /ies.	08
III	Introduction to Thesaurus/Lexicon/Activator/Encyclopedia and their uses.	08
IV	Importance of study skills in academics	08
V	Principles of Note making/taking	08
VI	Classification of tasks and their importance in language learning	07
VII	Using library resources properly	06
VIII	Citing reference or developing a bibliography	07

Suggested Readings :

1. Cortell, Stella. (2008). *The study skills Handbook*. London, Palgrave Macmillan.
2. Devter, Metal (Ed) (2015). *Oxford Advanced Learner's Dictionary of English* (Ninth Edition). New Delhi, OUP
3. Kahn, John (ed) (1990). *Illustrated Reverse Dictionary*. London. New York, The Reader's Digest Association Ltd.
4. Summers, Della (Ed) (2008). *Longman Essential Activator*, Harlow, Longman.
5. Wallace, M.J. (2004) *Study Skills in English*. Cambridge OUP



**Minor/Elective
Course II
(Theory)**

Subject : English		
Course Code : ENG 002		Course Title : General English
Course Outcome :		
The course is ^{aims} at making the students :		
<ul style="list-style-type: none"> • Enable to identify different use of English both in written and spoken forms. • Enable to write simple sentences without committing errors of spelling and grammar. • Use language for speaking with confidence in an intelligible and acceptable manner. • Enable students to develop and awareness of the linguistic – cultural richness of India. • Use translation as a bridge between various linguistic regions. • Help the students prepare for competitive exams. 		
Credit :4	Minor Course	
Max Marks – 25+75	Min Marks 40	
UNIT	TOPIC	No. of Lectures
I	Unseen passage for comprehension :	07
II	General Grammar (Parts of Speech, Preposition, Agreement, Transformation)	08
III	Tense Usage, Application writing	07
IV	Figures of speech, Idioms, Phrases, Proverbs	07
V	One word ^w Equivalents	07
VI	Punctuation ^{and} on vocabulary	08
VII	Synonyms, Antonyms, Spelling	08
VIII	Narration, Foreign Expressions	08

Suggested Readings :

1. Baker, Mona (2011). In other words. *A Course book on Translation*. London, Routledge.
2. Bailey, Stephen (2003). *Academic Writing*. London and New York, Routledge.
3. Grellet, F (1981). *Developing Reading Skills : A Practical Guide to Reading Skills*. New York. (UP).
4. Estwood, John (2008). *Oxford Practice Grammar*. Oxford. OUP.
5. Walter and Swan (1997). *How English Works*. Oxford, OUP
6. Kumar, S and Pushplata (2015), *Communication Skills*, New Delhi, OUP


