# Syllabus for I Semester B.Com / B.B.A and other courses under the Faculty of Commerce and Management $\,$

PART I-WORK BOOK  Unit 1: Receptive Skills: Reading Skills and Listening Skills	Total:56/60 hours.3 Credits and 4 hours of teaching per week. 15 hours
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<b>Chapter 1:</b> Skimming and Scanning, Personal reading, travelogue reading	3hrs
<b>Chapter 2:</b> Academic Reading, Reference materials, editorials and Brochures	3hrs
Chapter 3: Job-Oriented reading – Applications, Emails, Memos	3hrs
Chapter 4: Listening Skills, Active and Passive listening	1hr
Chapter 5: Listening to Job interviews and Conversations	2hrs
Chapter 6: Comprehensive Listening	3hrs
Unit 2: Productive Skills: Speaking Skills and Writing Skills	15 hours
Chapter 7: Performance Activity, Role play, Extempore, Group Discussion	3hrs
Chapter 8: Introducing Oneself, Giving Information, Giving Instructions	3hrs
Chapter 9: Writing Skills Sentence, Phrases, Clauses	3hrs
<b>Chapter 10:</b> Paragraph Writing- verb forms, tenses, Concord, subject-verb Agreement, Idioms and Phrases	3hrs
Chapter 11: Speech Writing	3hrs
Part 2 – Course Book – PERCEPTIONS -1	28 hours
Prasaranga, Bangalore University Press.	
Chapter 12: The Last Leaf – O.Henry	4hrs
Chapter 13: All Creatures Great & Small -Ruskin Bond	4hrs
Chapter 14: Heart of the Tree -Henry Bunner	4hrs
Chapter 15: Daughter - Lata Jagtiani	4hrs
Chapter 16: The Ploughman -Khalil Gibran	4hrs
Chapter 17: My Teacher -Helen Keller	4hrs
Chapter 18: A Conversation with a Reader -Hilaire Belloc	4hrs

# Syllabus for II Semester B.Com $\/$ B.B.A and other courses under the Faculty of Commerce and Management

Part 1 Work Book	Total:56/60 hours.3 Credits and 4 hours of teaching per week.
Unit 1: Receptive Skills: Reading Skills and Listening Skills	15 hours
Chapter 1: Caption Writing, Identify title for the passage	3hrs
Chapter 2: Vocabulary Building –Derivatives, Synonyms, Homonyms, Collocations	3hrs
Chapter 3: Identify the meaning from Paragraphs	3hrs
Chapter 4: Listening Skills Barriers to listening	1hr
Chapter 5: Listening Principles	2hrs
<b>Chapter 6:</b> Comprehensive Listening – Paragraphs on Movies and sports	3hrs
Unit 2: Productive Skills: Speaking Skills and Writing Skills	15 hours
Chapter 7: Types of Communication	2hrs
Chapter 8: Active / Passive Voice	3hrs
Chapter 9: Reported Speech	3hrs
Chapter 10: Dialogue Writing	3hrs
Chapter 11: News Writing	2hrs
Chapter 12: Essay Writing	2hrs
Part 2 – Course Book – PERCEPTIONS -11	28 hours
Prasaranga, Bangalore University Press.	
Chapter 13: Money – Muppala Ranganayakamma	4hrs
Chapter 14: The Toys Of Peace - H.H.Munro (SAKI)	4hrs
Chapter 15: Alone -Sheila Nayampalli Barua	4hrs
Chapter 15: Cartooning - R.K.Laxman	4hrs
Chapter 16: Homeless in the 'Global Village' – Vandana Shiva	4hrs
Chapter 17: Caged Bird - Maya Angelou	4hrs
Chapter 18: Wall -D.S.Dadhakar	4hrs

## Question Paper Pattern B.A./BSc/BCom I and II Semester

Time: 3 hrs

SECTION-A

(Course Book - 20 marks)

(Questions to be set on both prose and poetry)

I. Answer in about 80 to 100 words /a page each (2 questions out of 4)

2X5=10

II. Answer in about 200 to 250 words / 2 pages (1 out of 3)

1X10=10

**SECTION-B** 

(Grammar and Composition- 40 marks)

#### SEMESTER III

PROGRAM: BCOM, BBA & other courses under the faculty of Commerce and Management.

**Total Credits for the Program: 03** 

Starting year of implementation: 2022-23 Discipline/Subject: GENERIC ENGLISH -L2

Name of the Degree: BCOM, BBA & other courses under the faculty of Commerce and

Management.

Teaching hours per week: 04

Title of the Course: GENERIC ENGLISH-L2		
Number of Theory Credits	Number of hours per week	Number of lecture hours/ semester
03	04	50/56

#### Course Objectives for III Semester:

The course helps the students to

- 1. Enhance LSRW (Listening, Speaking, Reading, Writing) skills
- 2. Develop inter-personal communication skills
- 3. Augment presentation skills
- 4. Critically analyse, interpret and appreciate literary texts
- 5. Sensitize about social, cultural, religious and ethnic diversities
- 6. Enable employability in emerging sectors such as—content writers, interpreters, translators, transcribers
- 7. Facilitate preparation for competitive examinations-UPSC/KPSC/IBPS/SSC/RAILWAYS/TOEFL/IELTS and others.

#### Course Outcomes for III Semester:

By the end of the course the students will have

- 1. Acquired LSRW (Listening, Speaking, Reading, Writing) skills
- 2. Equipped themselves with interpersonal communication skills
- 3. Augmented presentation and analytical skills
- 4. Ability to critically analyse, interpret and appreciate literary texts
- 5. An awareness of social, cultural, religious and ethnic diversities
- 6. Facilitated employability in emerging sectors such as—content writers, interpreters, translators, transcribers
- 7. Acquired language skills for competitive examinations-UPSC/KPSC/IBPS/SSC/RAILWAYS/TOEFL/IELTS and others.

# III SEMESTER B.Com & B.B.A

# Generic English (L2)

III SEMESTER	50/56 hours		60 marks
	UNIT – 1		
RECEPTIVE SKII LISTENING SKIL	LLS: READING SKILLS AND LS	23 Hours	40 marks
READING PLAY SKILLS		13 hours	30 marks
	The Fire and the Rain		
	- Girish Karnad		
LISTENING SKILLS	PERSUASIVE SPEECHES	10 hours	10 marks
Audio version of the speeches to be	1. <b>Never Give in</b> - Winston Churchill Speech		
emphasized	2. Harvard Commencement Speech - J K Rowling		
	3. Narayan Murthy's speech at Lal Bahadur Shastri institute of management		
	4. <b>Dr. B R Ambedkar's Speech</b> constituent assembly speech on Dec 17 <sup>th</sup> 1946		
5. Nobel Prize Acceptance Speech - Bob Dylan			
	UNIT – 2	1	ı
PRODUCTIVE SK SKILLS	ILLS: SPEAKING AND WRITING	23 hours	20 marks
SPEAKING SKILLS	PRESENTATION SKILLS	5 hours	5 Marks

	Types -		
	<ul><li>Informative</li><li>Persuasive</li><li>Demonstrative</li></ul>		
WRITING SKILLS	INTRODUCTION TO WRITING AND TYPES	6 hours	5 marks
	<ul> <li>Descriptive Writing</li> <li>Narrative Writing</li> <li>Reflective Writing</li> <li>Argumentative Writing</li> </ul>		
	BUSINESS CORRESPONDENCE		
	1.Letters of Enquiry 2.Order Letters	6 hours	5 marks
	3.Letters of Complaint     4. Reply to Complaint		
	COMMERCIAL WRITING		5 marks
	1.Product Manual (Content in manual books) 2.Brochure Writing		
FORMATIVE ASSESSMENT ACTIVITIES	Discussion / Guidance for Experiential Learning under Formative Assessment	4 hours	

# A. FORMATIVE ASSESSMENT-40 Marks

# B. SUMMATIVE ASSESSMENT-60 Marks TOTAL-100 Marks

#### A. FORMATIVE ASSESSMENT-40 Marks

Formative Assessment		
Assessment Occasion/type	Weightage in Marks	
Internal Test	10	
Presentation–(seminar/webinar)	10	
Experiential Learning (Any 2 Activities) Surveys/Interviews/ /Case Study/Project/Internship Note:  • Proper documentation should be maintained and submitted for	20	
assessment.  Total	40	

## Summative Assessment – 60 Marks Question Paper Pattern For BCom and BBA Semester III Generic English-L2

Time: 2.30 hours Max. Marks: 60

Instruction: Answer all the questions

#### UNIT-1

#### RECEPTIVE SKILLS: READING SKILLS AND LISTENING SKILLS

I.	Answer in one or two sentences (5 questions out of7)	5x2=10
II.	Answer in about a page (2 questions out of 3)	2x5=10
III.	Answer in about 2–3 pages (1 question out of 2)	1x10=10
IV.	Answer in about a page. (2questions out of 3)	2x5=10

#### UNIT-2

V.	Answer in about a page (1question out of 2)	1x5=5
VI.	Answer in about a page (1question out of 3)	1x5=5
VII.	Answer in about a page (1question out of 3)	1x5=5
VIII.	Answer in about a page (1question out of 3)	1x5=5

Curriculum Structure for the Undergraduate Degree Program B Com, BBA and other Courses Coming Under the Faculty of Commerce and Management.

#### **SEMESTER IV**

PROGRAM: BCOM, BBA & other courses under the faculty of Commerce and Management.

**Total Credits for the Program: 03** 

Starting year of implementation: 2022-23 Discipline/Subject: GENERIC ENGLISH -L2

Name of the Degree: BCOM, BBA &other courses under the faculty of Commerce and

Management.

Teaching hours per week: 04

TITLE OF THE COURSE:GENERIC ENGLISH-L2			
Number of Theory Credits			
03	04	50/56	

#### **COURSE OBJECTIVES for IV Semester:**

#### The course helps the students to

- 1) Enhance the students' creative, interpretative and critical thinking
- 2) Equip the students to communicate confidently and effectively
- 3) Prepare for various interviews and professional contexts
- 4) Build persuasive and creative social media writing skills
- 5) Develop analytical and evaluative skills
- 6) Train students to identify and understand regional and global contexts and ethical frameworks in texts and narratives
- 7) Enable students for self-expression

#### **COURSE OUTCOMES for IV Semester:**

#### By the end of the course the students will have

- 1) Acquired creative, interpretative and critical thinking
- 2) Skills to communicate confidently and effectively
- 3) Obtained persuasive and creative social media writing skills
- 4) Developed analytical and evaluative skills
- 5) Learnt to identify and understand social contexts and ethical frameworks in the texts
- 6) Ability to articulate their views with clarity and confidence
- 7) Eligibility to take up jobs such as content writing, journalism and such other jobs with proficiency in English

# IV SEMESTER B.Com& B.B.A

# Generic English (L2)

IVSEMESTER	50/56hrs		60marks
	UNIT - 1		
RECEPTIVE SKI LISTENING SKII	LLS: READING SKILLS AND LLS	23Hrs	
Chapter 1: READING SKILLS	NOVELLA - <u>Karvalo</u> by Poornachandra Tejaswi	18 hrs	30marks
Chapter 2: LISTENING SKILLS	LISTENING AND DECODING	5 hrs	10 marks
	POEMS 1. "Ode on a Grecian Urn" by John Keats 2. "Ecology" by A.K.Ramanujan	3 hrs	
	TED TALK 1 Vandana Shiva (Environment)  TED TALK 2 Dr. Devi Shetty (Health)	2 hrs	
	UNIT 2		I
PRODUCTIVE SE WRITING SKILL	KILLS: SPEAKING AND S	23hrs	
Chapter – 3 SPEAKING SKILLS	(Any 2) Pechakucha Presentation Public Speaking	4 hrs	5 marks
WRITING SKILLS	TECHNICAL WRITING (Any 4)		5 marks
	Copy writing Business Writing Travel Writing Article Writing	8 hrs	

E-corresponden Skills	ce and Content Writing		
	E-mail Casual and Professional 1.Appreciation Letters 2.Congratulation Letters 3.Promotion letter	5 hrs	5 marks
	Social Media Content Writing Skills 1.Blog writing 2.Podcast writing 3.Writing on Twitter &Instagram	6 hrs	5 marks
FORMATIVE ASSESSMENT ACTIVITIES	Discussion /Guidance for Experiential Learning under Formative Assessment	4hrs	

# A. FORMATIVE ASSESSMENT-40 marks

## **B. SUMMATIVE ASSESSMENT-60 Marks**

# TOTAL-100 Marks A. FORMATIVE ASSESSMENT-40 marks

Formative Assessment		
Assessment Occasion/type	Weightage in Marks	
InternalTest	10	
Presentation–(seminar/webinar)	10	
Experiential Learning (Any 2 Activities) Surveys/Interviews/ /Case Study/Project/Internship Note: Proper documentation should be maintained and submitted for assessment.	20	
Total	40	

# B. Summative Assessment 60 marks Question Paper Pattern for BCOM/BBA IV SEMESTER GENERIC ENGLISH -L2

Time: 2.30 hours Max.Marks:60 Instructions: Answer all the questions

# UNIT – 1 RECEPTIVE SKILLS: READING SKILLS AND LISTENING SKILLS

<ul> <li>II. Answer in about a page. (2 questions out of 3)</li> <li>III. Answer in about 2 – 3 pages. (1 question out of 2)</li> <li>IV. Answer in about a page. (2 questions out of 3)</li> <li>2x5=10</li> <li>1x10=10</li> <li>2x5=10</li> </ul>	I.	Answer in one or two sentences (5 questions out of 7)	5x2=10
	III.	Answer in about $2-3$ pages. (1 question out of 2)	1x10=10

## UNIT - 2

V.	Answer in about a page (1 question out of 2)	1x5=5
VI.	Answer in about a page (1 question out of 3)	1x5=5
VII.	Answer in about a page (1 question out of 3)	1x5=5
VIII.	Answer in about a page (1 question out of 3)	1x5=5

# Syllabus for I Semester B.Sc / BCA and other courses under the Faculty of Science

PART I-WORK BOOK	Total:56/60 hours.3 Credits and 4 hours of teaching per week.
Unit 1: Receptive Skills: Reading Skills and Listening Skills	15 hours
<b>Chapter 1:</b> Comprehension passage, classification and process analysis	3 hrs
<b>Chapter 2:</b> Referencing Skill, Brochure, Advertisements and Picture reading	3hrs
Chapter 3: Data Interpretation	3hrs
Chapter 4: Listening vs. hearing	1hr
Chapter 5: Non-verbal and Verbal signs of active listening	2hrs
<b>Chapter 6:</b> Listening Activities - listening to pre-recorded audios on interviews and conversations.	3hrs
Unit 2: Productive Skills: Speaking Skills and Writing Skills	15 hours
Chapter 7: Introducing oneself, Introducing others, Requests, Offering help Congratulating, Enquiries and Seeking permission.	4hrs
<b>Chapter 8:</b> Giving instructions to do a task and to use a device, Giving Directions	4hrs
Chapter 9: Concord, Question Forms, Question Tags.	3hrs
Chapter 10: Use of Derivatives, Linkers.	4hrs
Part 2 – Course Book – CONFLATIONS -1 Prasaranga, Bangalore University Press.	28 hours
Chapter 11: I Shall Go Back in the New Year- Nilim Kumar	4hrs
Chapter 12: Sonnet (My Father)-Yehuda Amichai	4hrs
Chapter 13: The Wolf- Farooq Sarwar	4hrs
Chapter 14: Leaving- M.G.Vassanji	4hrs
Chapter 15: Real Food -Chimamanda Ngozi Adichie	4 hrs
Chapter 16: Wings of fire- Dr A.P.J, Abdul Kalam	4 hrs
Chapter 17: Relations between Men and Women- Raja Ram Mohan Roy	4 hrs

# Syllabus for II Semester B.Sc / BCA and other courses under the Faculty of Science

PART I-WORK BOOK	Total:56/60 hours.3 Credits and 4 hours of teaching per week.
Unit 1: Receptive Skills: Reading Skills and Listening Skills	15 hours
Chapter 1: Reading passage to give a title	2hrs
<b>Chapter 2:</b> Reading for vocabulary building –synonyms, antonyms, homophones, homonyms, suffixes, prefixes, collocations, words often confused.	3hrs
<b>Chapter 3:</b> Reading passages on specific fields for vocabulary building.	5hrs
Chapter 4: Barriers for effective listening	1hr
Chapter 5: Types of Listening	1hr
Chapter 6: Techniques to improve listening skills.	1hr
Chapter 7: Listening to pre-recorded audios, movies and other listening activities.	2hrs
Unit 2: Productive Skills: Speaking Skills and Writing Skills	15 hours
Chapter8: Reported Speech	3hrs
Chapter9: Dialogue writing	2hrs
Chapter 10: Verbal Communication and Non-verbal communication	2hrs
Chapter 11: Summarizing	2hr
Chapter 12: Speech Writing	2hrs
Chapter13: Essay Writing	4hrs
Part 2 – Course Book – CONFLATIONS -11 Prasaranga, Bangalore University Press.	28 hours
Chapter 14: Earth Never dies- Niyi Osundare	4hrs
<b>Chapter 15:</b> The Adventure of the Three Students – Sir Arthur Conan Doyle	4hrs
Chapter 16: The Death of a Government Clerk-Anton Chekhov	4hrs
Chapter 17: Ignorance isn't Bliss-Tabish Khair	4hrs
Chapter 18: Bonds of Friendship-Craig Burkholder	4hrs

#### CURRICULUM STRUCTURE FOR THE UNDER GRADUATE DEGREE

#### PROGRAM BSC / BCA

#### **SEMESTER III**

PROGRAM: BSC/BCA & other courses under the faculty of Science.

**Total Credits for the Program: 03** 

Starting year of implementation: 2022-23 Discipline/Subject: GENERIC ENGLISH -L2

Name of the Degree: BSC/BCA &other courses under the faculty of Science

Teaching hours per week: 04

Title of	the Course: GENERIC	ENGLISH-L2
Number of Theory Credits	Number of hours per week	Number of lecture hours/ semester
03	04	50/56

## Course Objectives for III Semester:

The course helps the students to

- 1. Enhance LSRW (Listening, Speaking, Reading, Writing) skills
- 2. Develop inter-personal communication skills
- 3. Augment presentation skills
- 4. Critically analyse, interpret and appreciate literary texts
- 5. Sensitize about social, cultural, religious and ethnic diversities
- 6. Enable employability in emerging sectors such as—content writers, interpreters, translators, transcribers
- 7. Facilitate preparation for competitive examinations-UPSC/KPSC/IBPS/SSC/RAILWAYS/TOEFL/IELTS and others.

#### Course Outcomes for III Semester:

By the end of the course the students will have

- 1. Acquired LSRW (Listening, Speaking, Reading, Writing) skills
- 2. Equipped themselves with interpersonal communication skills
- 3. Augmented presentation and analytical skills
- 4. Ability to critically analyse, interpret and appreciate literary texts
- 5. An awareness of social, cultural, religious and ethnic diversities
- 6. Facilitated employability in emerging sectors such as—content writers, interpreters, translators, transcribers
- Acquired language skills for competitive examinations-UPSC/KPSC/IBPS/SSC/RAILWAYS/TOEFL/IELTS and others.

## SYLLABUS – SEMESTER III

## GENERIC ENGLISH – B.Sc/BCA

III Semester – Generic English Faculty of Science	50/56 hours	Marks
Unit 1: Receptive Skills: Reading Skills and Listening Skills	23 hours	40 marks
1. Reading Skills – Short Play	15 hours	30 marks
<u>Pygmalion</u> – George Bernard Shaw		
2. Listening Skills – Persuasive Speeches	8 hours	10 marks
a. Dr. B R Ambedkar's Constituent Assembly Speech on Dec 17,1946		
b. The speech by Kiran Bedi, India's first woman IPS officer on visionary leadership.		
c. Swami Vivekananda's speech at the World Parliament of Religions in Chicago, in which he introduced Hinduism to North America, became historical.		
d. Priyanka Chopra's speech at Penguin Annual Lecture, 2017		
e. Greta Thunberg's Speech at The U.N. Climate Change Summit		
<b>Unit 2: Productive Skills: Speaking and Writing Skills</b>	23 hours	20 marks
1. Speaking Skills: Presentation Skills	5 hours	5 marks
Types: a. Informational/Instructional Presentation b. Persuasive Presentation c. Demonstrative Presentation		
2. Writing Skills: Introduction to writing and types of writing	6 hours	5 marks
Types of Writing:		
a. Descriptive Writing		
b. Narrative Writing		
<ul><li>c. Reflective Writing</li><li>d. Comparative Writing</li></ul>		
e. Persuasive/Argumentative Writing		
3. Business Correspondence	6 hours	5 marks
Types of Letters: a. Letters of Enquiry		
b. Order Letters		
c. Letters of Complaint		
d. Reply to letters of Complaint		
4. Commercial Writing	6 hours	5 marks
<u>26</u>		

Types of Commercial Writing:		
<ul><li>a. Advertisement Writing</li><li>b. Product Manual</li><li>c. Poster/Brochure Writing</li></ul>		
Formative Assessment Activities – Discussion or guidance under experiential learning for formative assessment activities	4 hours	NA

## A. FORMATIVE ASSESSMENT-40 Marks

# **B. SUMMATIVE ASSESSMENT-60 Marks**

## **TOTAL-100 Marks**

## **B. FORMATIVE ASSESSMENT-40marks**

Formative As	sessment
Assessment Occasion/type	Weightage in Marks
InternalTest	10
Presentation-(seminar/webinar)	10
Experiential Learning (Any 2 Activities) Surveys/Interviews/ /Case Study/Project/Internship Note: Proper documentation should be maintained and submitted for assessment.	20
Total	40

# C. SUMMATIVE ASSESSMENT – 60 Marks QUESTION PAPER PATTERN for BSC//BCA III SEMESTER GENERIC ENGLISH -L2

Time: 2.30 hours Max.Marks:60

**Instruction: Answer all the questions** 

# UNIT – 1 RECEPTIVE SKILLS: READING SKILLS AND LISTENING SKILLS

I.	Answer in one or two sentences (5 questions out of 7)	5x2 = 10
II.	Answer in about a page. (2 questions out of 3)	2x5=10
III.	Answer in about $2 - 3$ pages (1 question out of 2)	1x10=10
IV.	Answer in about a page. (2 questions out of 3)	2x5=10

#### UNIT - 2

V.	Answer in about a page (1 question out of 2)	1x5=5
VI.	Answer in about a page (1 question out of 3)	1x5=5
VII.	Answer in about a page (1 question out of 3)	1x5=5
VIII.	Answer in about a page (1 question out of 3)	1x5=5

# CURRICULUM STRUCTURE FOR THE UNDER GRADUATE DEGREE PROGRAM BSC/BCA

#### **SEMESTER IV**

Total Credits for the program: 03

Starting year of implementation: 2022-23 Discipline/Subject: GENERIC ENGLISH-L2 Name of the Degree Program: BSc/BCA

Teaching hours per week: 4

TITLE O	F THE COURSE: GENERIC	C ENGLISH-L2
<b>Number of Theory Credits</b>	Number of hours per week	Number of lecture hours/semester
0.2	0.4	50/56

#### **COURSE OBJECTIVES for IV Semester:**

#### The course helps the students to

- 1) Enhance the students' creative, interpretative and critical thinking
- 2) Equip the students to communicate confidently and effectively
- 3) Prepare for various interviews and professional contexts
- 4) Build persuasive and creative social media writing skills
- 5) Develop analytical and evaluative skills
- 6) Train students to identify and understand regional and global contexts and ethical

Frameworks in texts and narratives

7) Enable students for self-expression

#### **COURSE OUTCOMES for IV Semester:**

#### By the end of the course, the students will have

- 1) Acquired creative, interpretative and critical thinking
- 2) Skills to communicate confidently and effectively
- 3) Obtained persuasive and creative social media writing skills
- 4) Developed analytical and evaluative skills
- 5) Learnt to identify and understand social contexts and ethical frameworks in the texts
- 6) Ability to articulate their views with clarity and confidence
- 7) Eligibility to take up jobs such as content writing, journalism and such other jobs with proficiency in English

# GENERIC ENGLISH – B.Sc/BCA- SEMESTER-IV-SYLLABUS

IV Semester – Generic English L2	50/56 hours	Marks
Faculty of Science	22.1	40 1
Unit 1: Receptive Skills: Reading Skills and Listening Skills	23 hours	40 marks
1. Reading Skills – Novella	18 hours	30 marks
Mother of 1084 – Mahasweta Devi		
2. Listening Skills – Listening and Decoding	5 hours	10 marks
Poems:		
a. "Home Coming Son" – Tsegaye Gabre - Medhin	3 hours	
b. "Measurements" – Navakanta Barua		
Listen to understand TED talks:		
	2 hours	
a. TED Talk 1 – Change is Life by Dr.B.M Hegde		
b. TED Talk 2 – How a 13 year old changed 'Impossible		
to I'm Possible' by Sparsh Shah		
	22.1	20 1
		711 0 14 70
<b>Unit 2: Productive Skills: Speaking and Writing Skills</b>	23 hours	20 arks
3. Speaking Skills:	4 hours	5 marks
3. Speaking Skills:		
3. Speaking Skills: Types:		
3. Speaking Skills:  Types: a. Pechakucha Presentation		
3. Speaking Skills:  Types: a. Pechakucha Presentation		
3. Speaking Skills:  Types: a. Pechakucha Presentation b. Public Speaking	4 hours	5 marks
3. Speaking Skills:  Types: a. Pechakucha Presentation b. Public Speaking  1. Writing Skills: Technical Writing	4 hours	5 marks
3. Speaking Skills:  Types:  a. Pechakucha Presentation b. Public Speaking  1. Writing Skills: Technical Writing  Types of Writing:	4 hours	5 marks
3. Speaking Skills:  Types: a. Pechakucha Presentation b. Public Speaking  1. Writing Skills: Technical Writing  Types of Writing: a. Scientific Writing	4 hours	5 marks
3. Speaking Skills:  Types: a. Pechakucha Presentation b. Public Speaking  1. Writing Skills: Technical Writing  Types of Writing: a. Scientific Writing b. Business Writing c. Travel Writing d. Article Writing	4 hours	5 marks
3. Speaking Skills:  Types: a. Pechakucha Presentation b. Public Speaking  1. Writing Skills: Technical Writing  Types of Writing: a. Scientific Writing b. Business Writing c. Travel Writing	4 hours	5 marks
3. Speaking Skills:  Types: a. Pechakucha Presentation b. Public Speaking  1. Writing Skills: Technical Writing  Types of Writing: a. Scientific Writing b. Business Writing c. Travel Writing d. Article Writing	4 hours	5 marks
3. Speaking Skills:  Types:  a. Pechakucha Presentation b. Public Speaking  1. Writing Skills: Technical Writing  Types of Writing:  a. Scientific Writing b. Business Writing c. Travel Writing d. Article Writing  2. E – Correspondence and Content writing skills	4 hours	5 marks

<ul><li>c. Promotion Letter</li><li>d. Termination Letter</li></ul>		
3. Social Media Content Writing Skills	6 hours	5 marks
Types of Commercial Writing:		
<ul><li>a. Blog Writing</li><li>b. Podcast Writing</li><li>c. Writing on Quora</li></ul>		
Formative Assessment Activities – Discussion or guidance under experiential learning for formative assessment activities	4 hours	NA

# FORMATIVE ASSESSMENT-40 Marks SUMMATIVE ASSESSMENT-60 Marks

# TOTAL-100 Marks D. FORMATIVE ASSESSMENT-40 Marks

Formative Assessment		
Assessment Occasion/type	Weightage in Marks	
Internal Test	10	
Presentation—(seminar/webinar)	10	
Experiential Learning (Any 2 Activities) Surveys/Interviews/ Case Study/Project/Internship Note: Proper documentation should be maintained and submitted for assessment.	20	
Total	40	

# SUMMATIVE ASSESSMENT – 60 Marks QUESTION PAPER PATTERN for BSC/BCA IV SEMESTER GENERIC ENGLISH -L2

Time: 2.30 hours Max.Marks:60

Instruction: Answer all the questions

# UNIT – 1 RECEPTIVE SKILLS: READING SKILLS AND LISTENING

## **SKILLS**

I.	Answer in one or two sentences (5 questions out of 7)	5x2=10
II.	Answer in about a page. (2 questions out of 3)	2x5=10
III.	Answer in about $2-3$ pages (1 question out of 2)	1x10=10
IV.	Answer in about a page. (2 questions out of 3)	2x5=10

### UNIT - 2

V.	Answer in about a page (1 question out of 2)	1x5 = 5
VI.	Answer in about a page (1 question out of 3)	1x5=5
VII.	Answer in about a page (1 question out of 3)	1x5=5
VIII.	Answer in about a page (1 question)	1x5=5