

VEER NARMAD SOUTH GUJARAT UNIVERSITY
SURAT

SYLLABUS FOR ENGLISH FOUNDATION COURSE IN ENGLISH
FOR THE DEGREE OF BACHELOR OF ARTS, SCIENCE, COMMERCE
(EFFECTIVE FROM JUNE 2012 ONWARDS UPTO JUNE 2015
FOR SEMESTERS III & IV

Semester - III

Foundation Course in English : Language through Literature

OR

Foundation Course in English : Written and Spoken Communication

(NOTE : It is left to the discretion of the affiliated colleges to opt for either of these courses or both of them, depending upon their convenience and requirements.)

Foundation Course in English : Language Through Literature

The Text Prescribed : Fast Tracks II A Multi-skill Course in English

Ed. Kshema Jose et al. (Foundation Books)

Prose & Fiction (Chapters Prescribed are 1, 2, 4, 6, 8, 10, 11, 13)

(In addition to these Eight Lessons, various schemes to be taught as indicated in the maps given in the book – of these Eight Lessons only)

DISTRIBUTION OF MARKS FOR THE THIRD SEMESTER UNIVERSITY EXAMINATION

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|---|----------|
| (1) Long answer type question from the chapters enlisted above (1 out of 2) | 15 Marks |
| (2) Short answer type questions from the chapters enlisted above (3 out of 5) | 15 Marks |
| (3) Listening/Speaking Skills (1 out of 2) | 10 Marks |
| (4) Reading/Writing (1 out of 2) | 10 Marks |
| (5) Study Skills (1 out of 2) | 10 Marks |
| (6) Vocabulary & Grammar items (10 out of 12 items) | 10 Marks |

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TOTAL : 70 Marks

SEMESTER – IV

Foundation Course in English : Language Through Literature

The Text Prescribed : Fast Tracks II : A Multi-skill Course in English

Ed. Kshema Jose et al. (Foundation Books)

Poetry (Chapters prescribed 3, 5, 7, 9, 12, 14)

In addition to the contents of these 6 lessons, various schemes to be taught as indicated in the maps given in the book – of these 6 lessons only.

DISTRIBUTION OF MARKS FOR THE FOURTH SEMESTER UNIVERSITY EXAMINATION

(1) Long answer type question from the chapters enlisted above (1 out of 2)	15 Marks
(2) Short answer type questions from the chapters enlisted above (3 oyt of 5)	15 Marks
(3) Listening/speaking skills (1 out of 2)	10 Marks
(4) Reading/Writing (1 out of 2)	10 Marks
(5) Study skills (1 out of 2)	10 Marks
(6) Vocabulary & Grammar items (10 out of 12 items)	10 Marks

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TOTAL: 70 Marks

SEMESTER-III

Foundation Course in English : Written and Spoken Communication

The Text Prescribed : **Radiance** (Orient BlackSwan)

(Communication Skills, Prose and Poetry)

Item No. I Section No. 4 : Prose (Lessons 1 to 6)

Item No. II Section No. 2 : Spoken Communication, Interviews and Presentations

Item No. III Section No. 3 Written Communication, the Writing process

(Spelling, Capitalization, and Punctuation)

Writing Business Letters and Electronic Correspondence

DISTRIBUTION OF MARKS FOR THE THIRD SEMESTER UNIVERSITY EXAMINATION

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|---|----------|
| (1) Long answer type question from the Prose Section (1 out of 2) | 15 Marks |
| (2) Short answer type questions from Prose Section (3 out of 5) | 15 Marks |
| (3) Spelling, Capitalization and Punctuation (Practical Question) | |
| (An unseen passage to be given for spelling correction, Punctuations,
Capitalization – No options to be given) | 10 Marks |
| (4) Writing Business Letters and Electronic Correspondence | |
| (Based on the topics given in the Text) | 10 Marks |
| (5) Interviews (Practical Question) (1 out of 2) | 10 Marks |
| (6) Presentation at a Conference, Seminar, Symposium, etc. (1 out of 2) | 10 Marks |

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TOTAL: 70 Marks

SEMESTER-IV

Foundation Course in English : Written and Spoken Communication

The Text Prescribed : **Radiance** (Orient BlackSwan)

Item I Section No. 5 (Poetry) (1 to 6 Lessons)

Item II Section No. 2 Spoken Communication, Group Discussions

Item III Section No. 3 Written Communication (Paragraph writing, Report Writing, Writing CV,

Notices, Agendas, Minutes)

DISTRIBUTION OF MARKS FOR THE FOURTH SEMESTER UNIVERSITY EXAMINATION

(1) Long answer type question from the Poetry Section (1 out of 2)	15 Marks
(2) Short answer type questions from the Poetry Section (3 out of 5)	15 Marks
(3) Group Discussion (Practical Question) (1 out of 2)	10 Marks
(4) Paragraph Writing/Preparing CV	10 Marks
(5) Report Writing (Press Report and Official Reports) (1 out of 3)	10 Marks
(6) Notices/ Agenda/ Minutes (1 out of 2)	10 Marks

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TOTAL: 70 Marks