

BA-III
Semester-V
2012-13
English (Compulsory)

Scheme of Examination:

Max. Marks	:	100
Theory	:	90
Internal Assessment	:	10
Time	:	3 hours

Prescribed Books:

1. *The Eternal Muse* edited by Brajesh Sawhney
2. *The Spectrum of Life : A Selection of Modern Essays* edited by M.K.Bhatnagar
3. *A Text Book of English Grammar and Composition* edited by S.C. Sharma, Shiv Narain, Gulab Singh and Pankaj Sharma

Instructions to the Paper-Setter and Students:

Q. 1: This question will have one stanza (with internal choice) for explanation with reference to the context from *The Eternal Muse*. 8

Q.2: There will be six short answer type questions based on both the text books. Students will be required to attempt *four* questions (in about 100 words each) choosing two from each text. 4 x 3 = 12

Q.3: There will be *one* essay type question (with internal choice) from *The Eternal Muse* requiring first hand understanding of the poems. 15

Q.4: There will be *one* essay type question (with internal choice) from *The Spectrum of Life: A Selection of Modern Essays*, requiring first hand understanding of the essays. 15

Q.5: Precis of an unseen passage of about 300 words 15

Q.6: This question will consist of one application/letter – Personal and Business letters. Students will be required to attempt *either* of the given *two*. 10

Q.7 (a) Common errors: (10 sentences to be corrected out of the given 15 sentences). 10

(b) Clauses: (students will be required to attempt *five* out of the given *seven* items). 10

BA-III
Semester-VI
2012-13
English (Compulsory)

Scheme of Examination	Max. Marks	: 100
	Theory	: 90
	Internal Assessment	: 10
	Time	: 3 hours

Prescribed Books:

1. *Macbeth* by William Shakespeare
2. *A Text Book of English Grammar and Composition* edited by S.C. Sharma, Shiv Narain, Gulab Singh and Pankaj Sharma

Instructions to the Paper-Setter and Students:

Q.1: This question will have one extract (with internal choice) for explanation with reference to the context from *Macbeth*.

10

Q.2: Six short answer type questions will be set on *Macbeth* Students will be required to attempt any *four* (in about 150 words each) out of the given *six* questions.

4 x 6= 24

Q. 3: One essay type question (with internal choice) on *Macbeth* requiring first hand understanding of the text -i.e. theme, character and plot etc.

16

Q.4: Students will be required to write an essay on *one* (in about 400 words) out of the given *four* topics. The topics may be of descriptive, reflective or of general nature.

15

Q.5: Translation from Hindi to English of a passage consisting of 12 to 15 sentences on a general topic (In lieu of translation, foreign students will be required to write a paragraph of about 250 words on any one of the three given topics).

10

Q.6: (a) One word substitution: students will be required to attempt any *five* out of the given *seven*.

5

(b) English in Situations: Students will be required to develop one dialogue-based paragraph (with internal choice) on the situations given below:

- i) Facing an interview for a job
- ii) Making enquiries
- iii) At a railway platform

- iv) Helping the victims of road accident
- v) Greetings
- vi) At a wedding party
- vii) Opening a bank account
- viii) Inside the examination hall
- ix) Calling the fire brigades
- x) Trying to save a drowning child
- xi) At the time of admission
- xii) Consulting a doctor
- xiii) Dealing with a broker
- xiv) Escorting the chief guest
- xv) At the police station

10

Suggested Reading:

1. *English in Situations* by R.O. Neill (O.U.P.)
2. *Success with English: The Penguin Course Book I* by Geoffrey Broughton (Penguin Books).
3. *What To Say When Ed. Viola Huggins* (BBC London) *Fifty Ways to Improve your Presentation Skills in English* by English by Bob Dignen (Orient Black Swan)

BA-III
Semester-V
2012-13
English (Additional)

Scheme of Examination:

Max. Marks	:	100
Theory	:	90
Internal Assessment	:	10
Time	:	3 hours

Prescribed Text Book:

1. *All My Sons* by Arthur Miller (Recommended edition by Nissim Ezekiel), in the Modern Plays for students (OUP)
2. *Select Short Stories (Book one)* compiled by Nagpur University, (OUP)

Instructions to the Paper-Setter and Students:

Q.1: This question will consist of two extracts for explanation with reference to the context (with internal choice) one each from the prescribed *two* text books.

$$2 \times 8 = 16$$

Q.2: Six short answer type questions will be set on *All My Sons and Select Short Stories*. Students will be required to attempt any *four* (in about 150 words each) out of the given *six* questions, selecting *two* questions from each book.

$$4 \times 5 = 20$$

Q.3 : One essay type question (with internal choice) on the play *All My Sons* requiring first hand understanding of the text, theme, character and plot.

15

Q.4.: One essay type question (with internal choice) on the *Select Short Stories* requiring first hand understanding of the text, theme, character and plot.

15

Q.5: One unseen passage for comprehension.

14

Q.6. Fifteen words or phrases from the prescribed text books. Students will be required to use any *ten* in sentences of their own.

$$1 \times 10 = 10.$$

BA-III
Semester-VI
2012-13
English (Additional)

Scheme of Examination

	Max. Marks	: 100
	Theory	: 90
	Internal Assessment	: 10
	Time	: 3 hours

Prescribed Text book:

1. *The Rape of the Lock* by Alexander Pope, edited by E.V. Sunderam
2. Essay and Precis Writing

Instructions to the Paper-Setter and Students:

Note: Questions 1 to 4 will be based on the prescribed text. Questions 5 & 6 will be based on Grammar and usage.

Q.1. One extract (with internal choice) for explanation with reference to the context from *The Rape of the Lock* will be set.

8

Q.2. *Seven* short answer type questions will be set on *The Rape of the Lock*. Students will be required to attempt any *five* (in about 150 words each) out of the given *seven* questions.

$5 \times 5 = 25$

Q. 3. One essay type question (with internal choice) on *The Rape of Lock* requiring first hand understanding of the text.

15

Q.4. This question will be based on the technique and literary devices used in the text. Students will be required to attempt any *three* (in about 100 words each) out of the given *five*.

$3 \times 4 = 12$

Q.5. Students will be required to attempt *one* essay (in about 400 words) out of the *four* given topics. The topics may be of descriptive, reflective or general nature.

15

Q.6. Precis of an unseen passage of about 300 words.

15

BA-III
Semester-V
Session 2012-13
Communicative/Functional English
Business Communication and Writing Skills

Scheme of Examination

M. Marks: 100

Theory : 90

Int. Assessment : 10

Unit I

1. Communication (Business, Commercial and Official) :

Letters of enquiry, reference arrangements, announcing forthcoming events, letters inviting tenders and quotations, complaints and answer to complaints, apologies and thanks giving letters, placing of orders, writing circulars and memos.

Unit II

2. Interpreting Figures, Writing Stories, Interpreting Statistics in Diagrams, Report Writing, Writing Notices, Agenda and Minutes.

Unit III

3. Precis of passage of about 200 words.
4. Comprehension of a passage.
5. Translation from Hindi to English

Note: Students will be required to translate a passage of about 100 words from Hindi to English. The objective will be to test the student's skill of translating conversation in actual situations.

Instructions to the Paper-setter and the Students:

1. In question-1 (Unit I) the students will be required to attempt *three* questions out of the given *five* questions.

3 x 10 = 30 marks

2. In question-2 (Unit-II) the students will be required to answer *three* questions out of the given *five* questions.

3 x 10 = 30 marks

3. Question 3, 4 and 5 (Unit III) are compulsory questions. Each question carries 10 marks.

3 x 10 = 30 marks

Suggesting Reading:

Excellence in Business Communication by J.V. Thrill and C.L. Bouce

Business Letter Writing by S. Jasmine and S. Brite

Communication in Business and Professional Settings by M.S. Hanner and G.C. Wilson

Business Reading by Geoffrey Land

Business Writing by Stanton and Wood

BA-III
Semester-VI
Session 2012-13
Communicative/Functional English
(Broadcasting and T.V.)

Scheme of Examination

M. Marks: 100
 Theory : 90
 Int. Assessment : 10

Unit I

1. Understanding News :
 Concept of News, Qualities of News, Organization and Function of News Room, News Writing, Structure of News, Types of Leads, Use of Language, Style Book Leads, Use of Language, and Sources of News.
2. News Reporting
3. Editorial Writing and Make up :
 News Editing, Copy Reading, Heading, Display and Page Make up, Picture Editing, Innovation, VDT.

Unit II

4. Television News: Making of News Bulletin
5. Guidelines for Radio/ T.V. News Writing.
6. Correction of Mistakes in Broadcasting.
7. Difference between Radio and T.V. News

Books Recommended:

1. *Modern Journalism and Mass Communication* by Baldev Raj Gupta (Chapters II, III, IV and V for items 1, 2, 3 and 4).
2. *Broadcasting Journalism- Basic Principles* by S.C .Bhatt (Chapters III, XVI and XIX for items 5,6 and 7).

Unit III

Essay Writing:

Students will be required to write an essay on a topic of current affairs and general knowledge.

Instructions to the Paper-setter and the Students

1. In questions 1 to 5 (Unit I and II) students will be required to attempt *five* questions selecting at least *two* questions from each Unit. Each question will have internal choice.

5 x 15 = 75 marks

2. In question 6 students will be required to write an essay in about 300 words
 15 marks

Suggested Reading:

Radio and T.V. Journalism by K.M.Shrivastava
Theory and Practical of Journalism by B.N.Ahuja
News Reporting and Editing by K.M.Shrivastava