

1321-

ENGLISH (COMMUNICATION SKILLS)
B.A. Part-III (Semester-V)
(For Session 2022-23, 2023-24, 2024-25)

Time Allowed: 03 Hours

Max. Marks: 75
Internal Assessment: 25
Pass Marks: 35%

INSTRUCTIONS FOR THE PAPER-SETTER

There shall be seven questions in all. The candidates shall be required to attempt all the questions.

COURSE CONTENT:

- (A) *Arms and the Man* by George Bernard Shaw.
(B) *Composition and Writing Skills* (Orient Black Swan)
(Prescribed Chapters: Summary Writing, Letter Writing, Report Writing, E-mails, Basic Vocabulary).

TESTING
UNIT-I

- I. This question shall comprise one essay type question (with internal choice) on theme, character, important scene, episode, plot etc. from *Arms and the Man*. The answer shall not exceed 300 words. 13 marks
- II. This question shall comprise six short-answer questions from the *Arms and the Man* to test the candidate's close reading of the text. The candidate shall answer any four of the given six in about 50 words each. 4x3=12 marks

UNIT-II

- III. This question shall pertain to summary-writing. The candidate shall make a summary of a given passage of about 300 words in about 100 words and shall also suggest a suitable title. 8+2=10 marks
- IV. The candidate shall attempt one of the given two letters which shall be of personal nature. 10 marks

UNIT-III

- V. The candidate shall be asked to prepare a report for a newspaper or magazine (with internal choice) on the basis of some facts provided in the question. 7 marks
- VI. The candidate shall write an e-mail on the basis of information provided in the question. 8 marks
- VII. The candidate shall use 15 out of given 20 words in sentences of her/his own. The words shall be from List C of *Composition and Writing Skills*. 15x1= 15 marks


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Time Allowed: 03 Hours

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 Pass Marks: 35%

INSTRUCTIONS FOR THE PAPER-SETTER

There shall be five questions in all. The candidate shall be required to attempt all the questions.

COURSE CONTENT:

1. *The Guide* by R.K. Narayan
2. *Composition and Writing Skills* (Orient Black Swan).
 (Prescribed Chapters: Job Application Letters and Curricula Vitae, Effective Writing, Essay Writing, Business Vocabulary).

TESTING

UNIT-I

- I. This question shall comprise one essay type question with internal choice on theme, character or development of thought, incident etc. from *The Guide*. The answer shall not exceed 300 words. 13 marks
- II. This question shall comprise six short answer questions from *The Guide* to test the candidate's close reading of the prescribed text. The candidate shall answer any four of the given six questions in about 50 words. 4x3=12 marks

UNIT-II

- III. An essay of 250-300 words on a topical or reflective subject (with internal choice). 10 marks
- IV. An official or business letter (with internal choice). 10 marks

UNIT-III

- V. (a) The candidate shall write a job application letter (with internal choice). 10 marks
- (b) The candidate shall prepare a C.V. The paper setter shall mention certain necessary facts, such as the name, D.O.B. etc. of the writer of the C.V. 10 marks
- (c) The candidate shall use 10 out of 15 words in sentences of her/his own. The words shall be from Business Vocabulary section of *Composition and Writing Skills*. 10 marks


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