



पंडित दीनदयाल उपाध्याय शेखावाटी विश्वविद्यालय,
सीकर (राज०)

“सत्र 2019–20”

सामान्य अंग्रेजी / प्रारम्भिक अंग्रेजी

(कला, विज्ञान एवं वाणिज्य संकाय)

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Syllabus
GENERAL ENGLISH
2019-20

Duration: 3 hrs.

Max. Marks: 100

Minimum Pass Marks: 36

The syllabus aims at achieving the following objectives:

1. Introducing student to phonetics and enabling them to consult dictionaries for correct pronunciation (sounds and word stress)
2. Reinforcing selected components of grammar and usage.
3. Strengthening comprehension of poetry, prose and short-stories.
4. Strengthening compositional skills in English for paragraph writing. CVs and job applications.

The pattern of the Question paper will be as follows:

Unit A: Phonetics and Translation (20 marks)

(10 periods)

- I. Correct spelling of any five words. (05)
- II. Translation of 5 Simple sentences from Hindi to English (05)
- III. Translation of 5 Simple sentences from English to Hindi (05)
- IV. Translation of 05 Words from Hindi to English (2 ½)
- V. Translation of 05 Words from English to Hindi (2 ½)

Unit B: Grammar and Usage (25 marks)

(10 periods)

- I. Elements of a Sentence (05)
- II. Transformation of Sentences (05)
 - a. Direct and Indirect Narration



b. Active and Passive Voice

II Modals (05)

III Tense (05)

IV Punctuation of a Short Passage with 10 Punctuation Marks
(05)

(As discussed in Quirk and Greenbaum)

Unit C: Comprehension (25 marks)

Following Essays and Stories in *Essential Language Skills* revised edition compiled by Macmillan for University of Rajasthan General English B. A. /B. Com./B. Sc.

Candidates will be required to answer 5 questions out of ten questions from the prescribed texts. Each question will be of two (2) marks.

(10)

Sujata Bhatt	Voice of the Unwanted Girl
Ruskin Bond	Night Train for Deoli
M.K. Gandhi	The Birth of Khadi
J.L. Nehru	A Tryst with Destiny
A.P.J. Abdul Kalam	Vision for 2020

The candidates will be required to answer 5 questions from an unseen passage.

(10)

One vocabulary question of 10 words from the given passage.

(5)

Unit D: Compositional Skills (30 marks)

(15 periods)

I Letters-Formal and Informal (10)

II CV's Resume and Job Applications and Report (10)

III Paragraph Writing (10)

Recommended Reading:

Sasikumar, V., Dutta and Rajeevan, A Course in Listening and Speaking-I Foundation Books. 2005.

Sawhney, Panja and Verma eds. English At the Workplace. Macmillan 2003.

Singh, R.P. Professional Communication. OUP. 2004

Judith Leigh. CVs and Job Applications. OUP. 2004

Arthur Waldhorn and Arthur Zeiger. English Made Simple. Upa and Co.

Gunashckar ed. A Foundation English Course for Undergraduates. Book I, CIEFL, Hyderabad.

Quirk and Greenbaum: A University Grammar of English Longman, 1973

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