

**ACADEMIC
CALENDAR
2020-21**

JUL'20 – JUN'21

**DEPARTMENT
OF
COMMUNICATIVE
ENGLISH**

Academic Calendar (Jul '2020 to Dec '2020)

SEMESTER – 1 (MAJOR)

CC 1							
Jul '20 to Sep '20				Oct '20 to Dec '20			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC 1	Production of Speech Sounds	15	SC	CC 1	Fricatives and Affricates	15	SC
	Phonology	6	SC		Fricatives and Affricates	15	SC
	Vowels	15	SC		Other Consonants	6	SC
	Consonants	15	SC		Nasals	6	SC
	Voicing	6	SC		The Syllable	15	SC
	Transcription Reading	15	SC		Transcription Writing	15	SC
CC 2							
Jul '20 to Sep '20				Oct '20 to Dec '20			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC 2	Accurate Grammatical Usage	10	MG	CC 2	Sentence Structure	10	MG
	Words Confused & Misused	10	MG		Verbs - Classification	10	MG
	Synonyms & Antonyms	10	MG		Infinitive & Gerund	10	MG
	Understanding American expressions	10	MG		Voice	10	MG
	Common grammatical errors	10	MG		Concord	10	MG
	Phrasal Verbs and Idioms	12	MG		Phrasal verbs	12	MG
	Word Class: Lexical and Functional Category	10	MG		Word Class: Lexical and Functional Category	10	MG

Academic Calendar (Jul '2019 to Dec '2019)

SEMESTER – 3 (MAJOR)

CC 5							
Jul '20 to Sep '20				Oct '20 to Dec '20			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC 5	Reading Comprehension	20	MG	CC 5	Composition	15	MG
	Summarising	20	MG		Article Writing	15	MG
	Precis	20	MG		Expansion Writing	15	MG
	Reports	12	MG		Dialogue Writing Reports	15	MG
					Reports	12	MG
CC 6							
Jul '20 to Sep '20				Oct '20 to Dec '20			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC 6	Survey Report Writing	10	MG	CC 6	Incorporating illustrations	13	MG
	Various types of Scripts	10	MG		Copy Rights	15	MG
	Qualities & duties of Copywriter	12	MG		Dealing with Multi Authorship	15	MG
	Copy editing	10	MG		In house Manuals	12	MG
	Interaction with the Author	10	MG		Proof Reading and Editing	17	MG
	Title & Cover Description	10	MG				
	Main Features	10	MG				

CC 7							
Jul '20 to Sep '20				Oct '20 to Dec '20			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC 7	Listening Skill	5	SC	CC 7	Reading Skill	5	SC
	Listening Sub skill	10	SC		Reading Sub skill	10	SC
	Listening Lesson Plan	16	SC		Reading Lesson Plan	16	SC
	Listening Testing & Evaluation	5	SC		Reading Testing & Evaluation	5	SC
	Speaking Skill	5	SC		Writing Skill	5	SC
	Speaking Sub skill	10	SC		Writing Sub skill	10	SC
	Speaking Lesson Plan	16	SC		Writing Lesson Plan	16	SC
	Speaking Testing & Evaluation	5	SC		Writing Testing & Evaluation	5	SC

SEC A 1							
Jul '20 to Sep '20				Oct '20 to Dec '20			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
SEC A 1	Witing Travelogues	10	MG	SEC A 1	Tour plan	12	MG
	Writing Travel Diaries	12	MG		Reviews	12	MG
	Gender & Travel	2	MG				

Academic Calendar (July '2020 to December '2020)

SEMESTER – 5 (MAJOR)

CC 11							
Jul '20 to Sep '20				Oct '20 to Dec '20			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC11	Prepare & Present News for Radio	15	MG	CC 11	Prepare & Present News for Television	15	MG
	Design and Present Radio Talk Shows and Discussions	20	MG		Design and Present Radio Talk Shows and Discussions	20	MG
	Present and Market Commercial Products	15	MG		Making Commentary or Demonstration (with Visual Aids)	15	MG
	News Writing & Reading – Radio & Television	10	MG		News Writing & Reading – Radio & Television	10	MG
	Public Service Announcements	6	MG		Compering (in given situations)	6	MG
	Making a Speech	6	MG		Radio/TV Panel Discussion	6	MG
CC 12							
Jul '20 to Sep '20				Oct '20 to Dec '20			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC 12	Introducing the concept and need for OJT & Guiding them to get a job	12	SC	CC 12	Guiding through the internship period	17	SC
	Format of On the Job File – the Report of Evaluation	60	SC		Constructing the file as per the format given.	55	SC
DSEA1							
Jul '20 to Sep '20				Oct '20 to Dec '20			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
DSEA 1	Reporting Different News Stories	24	MG	DSEA 1	Feature Articles	20	MG

	Importance & Types of Headlines	18	MG		Photo journalism and Caption Writing	30	MG
	Letters to the Editor	18	MG		Classified Advertisement	10	MG
	Tutorial	12	MG		Tutorial	12	MG

DSEB1							
Jul '20 to Sep '20				Oct '20 to Dec '20			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
DSEB 1	Translation as Skill	30	MG	DSEB 1	Components of Translation	20	MG
	History of English Translation in India	30	MG		Common Errors and Editing	20	MG
	Tutorial	12	MG		Translation in Fiction and Non-Fiction	20	MG
					Tutorial	12	MG

Academic Calendar (Jan '2021 to Jun '2021)

SEMESTER – 2 (MAJOR)

CC 3							
Jan '21 to Mar '21				Apr '21 to Jun '21			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC 3	Introduction to Sociolinguistics	5	MG	CC 3	Language Contact- Pidgin, Creole	10	MG
	What is Language?	5	SC		Register- Speech Situations, Types, Domains of Register	12	SC
	Accent & Dialect	10	SC		Linguistic Features, Non-Linguistic Features	20	SC
	Regional & Social Dialects	10	SC		Slang, Jargon	4	
	Standard Language- RP & Dialects	5	MG		Code Switching & Code Mixing	6	SC
	Bilingualism & Multilingualism	10	MG		Varieties of English: British, American, Australian, Caribbean, Indian	20	SC
	Lingua Franca-Link Language	7	MG				
	Official Language & Mother Tongue	7	SC				
	Speech Community	10	SC				
	What is Register?	2	SC				
	What is Style?	2	SC				
	Register Vs Style	1	SC				
CC 4							
Jan '21 to Mar '21				Apr '21 to Jun '21			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC 4	Listening and Feedback	20	MG	CC 4	Listening and Feedback (Contd)	10	MG
	Developing Listening Skills	20	MG		Developing Listening Skills (Contd)	10	MG
	Communicative Functions	8	MG		Loud Reading for Pronunciation and Fluency	16	MG
	Listening for Specific Instructions	12	MG		Situational Conversation	16	MG
	Listening for Global Information	12	MG		Extempore	20	MG

Academic Calendar (Jan '2021 to Jun '2021)

SEMESTER – 4 (MAJOR)

CC 8							
Jan '21 to Mar '21				Apr '21 to Jun '21			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC 8	Public Relations: Meaning & Definition	4	SC	CC 8	Advertising: Meaning & Definition	4	SC
	Essentials of PR	10	SC		Functions of Advertising	10	SC
	Principles of PR	10	SC		Elements of Advertising	15	SC
	Methods/Tools of PR	20	SC		Types of Advertisement	15	SC
	Press Conferences	4	SC		Selection of Advertising Media	5	SC
	Press Release	8	SC		Indoor & Outdoor Advertising	4	SC
	E-PR	8	SC		Classified & Display Advertisement	4	SC
	PR Ethics	4	SC		Formulation of an Advertising Campaign	10	SC
	Future of PR	4	SC		Preparing PPT	5	SC
CC 9							
Jan '21 to Mar '21				Apr '21 to Jun '21			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC 9	Process of Communication	5	MG	CC 9	News Agencies: PTI	15	MG
	Barriers of Communication	12	MG		Impact of News Paper on Society	10	MG
	Mass Communication	5	MG		Paid News	6	MG
	Forms of Mass Communication	10	MG		Yellow Journalism	6	MG
	Features of Mass Communication	10	MG		Organisational Structure of Newspaper	15	MG
	Mass Media	10	MG		Sources of News	20	MG
	Functions of Mass Media	10	MG				
	Effects of Mass Media	10	MG				

CC 10							
Jan '21 to Mar '21				Apr '21 to Jun '21			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC 10	Soft Skills: Communication-Verbal & Non Verbal	15	MG	CC 10	Soft Skills: Problem solving	15	MG
	Self Motivation	5	MG		Decision Making	5	MG
	Leadership	5	MG		Time Management	5	MG
	Teamwork	10	MG		Negotiation and Conflict Resolution	10	MG
	Responsibility	5	MG		Persuasion	5	MG
	Mock Interview	10	MG		Mock Interview	10	MG
	Group Discussion	10	MG		Group Discussion	10	MG
	PPT for Internal Assessment	7			PPT for Internal Assessment	7	
	PPT Presentation: Techniques and Application	5	MG		PPT Presentation: Techniques and Application	5	MG

SEC B 1 BUSINESS ENGLISH COMMUNICATION							
Jan '21 to Mar '21				Apr '21 to Jun '21			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
SEC A 1	Role of Communication in the Business World	5	MG	SEC A 1	Circulars	2	MG
	Patterns of Business Communication	5	MG		Notices	2	MG
	Business Letters	2	MG		Writing a CV	2	MG
	Memos	2	MG		E-Communication	2	MG
	Minutes	2	MG		Types of Report	6	MG
	Agenda	2	MG		Writing a Project	6	MG
	Placement Interview	4	MG		PPT on Business related topic	4	MG
	Presentation Skills	2	MG				

Academic Calendar (Jan '2021 to Mar '2021)

SEMESTER – 6 (MAJOR)

CC 13 ENTREPRENEURSHIP BUILDING							
Jan '21 to Mar '21				Apr '21 to Jun '21			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC13	Entrepreneurship Building	30	SC	CC 13	Financial Management	30	SC
	Technology Management	21	SC		Marketing Management	30	SC
	Project Formulation	21	SC		Monitoring and Follow up	12	SC
					Database Management	4	SC
					Statutory Provisions	4	SC
					Knowledge Input	2	SC
CC 14 SURVEY RESEARCH PROJECT							
Jan '21 to Mar '21				Apr '21 to Jun '21			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
CC 14	Introducing the concept and need for Survey	12	SC	CC 14	Guiding through the internship period	20	SC
	Format of The Survey File	60	SC		Constructing the file as per the format given.	52	SC
DSEA1							
Jan '21 to Mar '21				Apr '21 to Jun '21			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
DSEA 1	Genre Analysis	20	MG	DSEA 1	Choosing Articles and applying the Reading Methods to identify the Key Ideas	20	MG
	Exploration: Genre, Elements of Literature	20	MG		Critical reading and Analytical Reading Method	20	MG
	Analysis : Point of View, Characters, Setting, Themes	20	MG		Pre reading, Annotating, Outlining, Summarising, Finding Oppositions	20	MG
	Tutorial	12	MG		Tutorial	12	MG

DSEB 1 & 2							
Jan '21 to Mar '21				Apr '21 to Jun '21			
Course Code/ Paper	Topic	No. of Lect.	Faculty	Course Code/ Paper	Topic	No. of Lect.	Faculty
DSEB 1/2	Oral Language	5	MG	DSEB 1	Creating Characters & Plots	5	MG
	Spread of Internet Language – Cultural Transmission through memes etc	10	MG		Writing Short Story	10	MG
	Pinterest	5	MG		Writing for Children (Fantasy)	10	MG
	Case Study: Twitter/ Instagram	5	MG		Comic Script Writing	10	MG
	Effects of Internet on English Language	15	MG		Writing Plays	10	MG
	New Vocabulary – Examples of New Words	15	MG		Writing Poetry & Free Verse	5	MG
	Internet Slang and Survival	5	MG		Writing Diaries/ Journals	5	MG
	Tutorial	12	MG		Writing Autobiography	5	MG
					Tutorial	12	MG