



**PRANANATH COLLEGE (AUTONOMOUS) COLLEGE,
KHORDHA**

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1.3.1 Value-added courses imparting transferable and life skills offered during the year 2019-2020

Value added courses	Date of introduction	Number of students enrolled
i) Spoken English,	20.08. 2018 Continuing	1264
ii) Personality Development	20.08.2018 Continuing	1264

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PRANANATH COLLEGE (AUTONOMOUS), KHORDHA

SYLLABUS: SPOKEN ENGLISH (Value Added Course)

For CBCS pattern for students of Humanities & Social Science

From the Academic Session 2018-19

Duration of the course: 3 months.

Objective

- Total shift in pedagogy from lectures oriented classes to interactive learning
- To familiarize students with the function of grammatical items used to spoken /written language
- To train students to use the language with confidence & without committing errors
- The English Communication skill is to be taught in 2nd semester for all students of Humanities & Social Sciences, to earn two credits.
- The structure of the Syllabus of spoken English would look like this-

Unit-1

1. Listening

Listening to texts, listening to CDs, Trials of a good listener

2. Pronunciation

Introduction to English phonetic Symbols consonants & Vowels with illustrations in use

3. Listening & Comprehension

Interpretation of texts based on question-answer. Interaction among students

4. Reading Skill

Techniques of reading. Reading comprehension of unseen pages

Identifying the context & the central idea

5. Vocabulary & word formation

From different texts & dictionary

Unit-2

1. Basic Grammar

Prescriptive/descriptive approaches grammaticality- acceptability –appropriateness- grammar in context-grammar in spoken & written

2. Practice

Exercise on the use of different grammatical constructions in context,

Identification of the use of the above given grammatical devices from different texts like newspapers, poems, stories etc.

3. Words & phrases used for conversation

Making statements, questions, order & suggestions –denying –rejecting-disagreeing- possibility-ability, permission, obligations etc.

Unit-3

1. Dialogues

2. Public speech

3. Telephonic Conversation

Unit -4 Translation – from Hindi to English

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SYLLABUS: PERSONALITY DEVELOPMENT (Value Added Course)

For CBCS pattern for students of Humanities & Social Science

From the Academic Session 2018-19

Duration of the course: 3 months.

UNIT I Introduction to Personality Development

The concept of personality - Dimensions of personality – Theories of Freud & Erickson- Significance of personality development. The concept of success and failure: What is success? - Hurdles in achieving success - Overcoming hurdles - Factors responsible for success – What is failure - Causes of failure. SWOT analysis.

UNIT II Attitude & Motivation

Attitude - Concept - Significance - Factors affecting attitudes - Positive attitude – Advantages –Negative attitude- Disadvantages - Ways to develop positive attitude - Differences between personalities having positive and negative attitude. Concept of motivation - Significance – Internal and external motives - Importance of self- motivation- Factors leading to de-motivation

UNIT III Self-esteem

Term self-esteem - Symptoms - Advantages - Do's and Don'ts to develop positive self-esteem – Low selfesteem - Symptoms - Personality having low self esteem - Positive and negative self esteem. Interpersonal Relationships – Defining the difference between aggressive, submissive and assertive behaviours - Lateral thinking. UNIT IV Other Aspects of Personality Development Body language - Problem-solving - Conflict and Stress Management - Decision-making skills - Leadership and qualities of a successful leader – Character building -Team-work – Time management - Work ethics –Good manners and etiquette.

UNIT V Employability Quotient

Resume building- The art of participating in Group Discussion – Facing the Personal (HR & Technical) Interview -Frequently Asked Questions - Psychometric Analysis - Mock Interview Sessions.

Text Books:

1. Hurlock, E.B (2006). Personality Development, 28th Reprint. New Delhi: Tata McGraw Hill.
2. Stephen P. Robbins and Timothy A. Judge(2014), Organizational Behavior 16th Edition: Prentice Hall.

Reference Books:

1. Andrews, Sudhir. How to Succeed at Interviews. 21st (rep.) New Delhi.Tata McGraw-Hill 1988.
2. Heller, Robert.Effective leadership. Essential Manager series. Dk Publishing, 2002
3. Hindle, Tim. Reducing Stress. Essential Manager series. Dk Publishing, 2003
4. Lucas, Stephen. Art of Public Speaking. New Delhi. Tata - Mc-Graw Hill. 2001
5. Mile, D.J Power of positive thinking. Delhi. Rohan Book Company, (2004).
6. Pravesh Kumar. All about Self- Motivation. New Delhi. Goodwill Publishing House. 2005.
7. Smith, B . Body Language. Delhi: Rohan Book Company. 2004

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