

S-01 & 02 June, 2016 AC after Circulars from Circular No.100 & onwards+ - 39 -
DR. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY

CIRCULAR NO. SU/Service Course/30/2016

It is hereby inform to all concerned that, the Choice Based Credit and Grading System have been implemented to the affiliated colleges from the academic year 2015-16 at Post Graduate level for the all Faculties. According to the guidelines of C.B.C. & G.S. it is essential to teach the Service Course to students. The authorities of the university has decided that the service courses run at University Campus and Sub-Center, Osmanabad be apply to the college level. The concerns are inform that to instruct to the students to Choice any one Service Course as per their willingness. Where only one post graduate course they can take the service course of the concerned subject. The syllabi of the service courses are uploaded with the circular on the University website www.bamu.ac.in

The service courses be teach to the students with the **syllabus of IVth-Semester for this year only and hereafter** to tech with the syllabus of III-Semester as per their relevant courses.

This is effective from the academic year 2016-17.

All concerned are requested to note the contents of this circular and bring notice to the students, teachers and staff for their information and necessary action.

University Campus,
Aurangabad-431 004.
REF.NO. SU/SERVICE COURSE /
SYLLA./2016/5117-516
Date:- 02-09-2016.

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Director,
Board of College and
University Development.

Copy forwarded with compliments to:-

**1] The Principals of concerned Colleges,
Dr. Babasaheb Ambedkar Marathwada University.**

Copy to :-

- 1] The Controller of Examinations,
 - 6] The Section Officer, [M.A. Unit],
 - 7] The Section Officer, [M.Sc. Unit],
 - 8] The Section Officer, [M.Com. Unit],
 - 9] The Section Officer, [Management Unit],
 - 10] The Section Officer, [Professional Unit],
 - 11] The Section Officer, [Engineering Unit],
 - 3] The Programmer [Computer Unit-1] Examinations,
 - 4] The Programmer [Computer Unit-2] Examinations,
 - 5] The Public Relation Officer,
 - 6] The Co-ordinator, E-Suvidha Kendra, [Rajarshi Shahu Maharaj Pariksha Bhavan,
 - 7] The Record Keeper.
- Dr. Babasaheb Ambedkar Marathwada University,
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**D R. BABASAHEB AMBEDKAR
MARATHWADA UNIVERSITY,
AURANGABAD.**



M. A. ENGLISH

Service Course

[Academic Year 2016-17 & onwards]

DEPARTMENT OF ENGLISH SERVICE COURSE

- D. Title of the Course :- Communication Skills in English.
- E. Need of the Course :- Today everyone is talking about globalisation and entering in to twenty first century, common man or even some educated employee also can't understand meaning of these words. It has been observed that we are very poor in communication particularly in English that's why we are planning to develop the skill and speaking writing, reading of the individual. So that they may acquire the basic knowledge of English.
- F. Aims and Objectives :-
4. We aim at providing a Communicative methodology in language use and usage.
 5. The main objective of the course is to enrich the communicative and linguistic competence of the learners and there by help them use English effectively and efficiently. The course shall provide the language tool for career and behavioral development.
 6. To understand the scientific and technical language skill.

Section - I

- ❖ Contents : General Considerations
- C. Basic Concepts :
- vi. Intelligibility
 - vii. Acceptability
 - viii. Grammaticality
 - ix. Appropriateness
 - x. Forms, Functions and Meanings.
- D. Notion of Grammar use and usage.

Section - II

- Pronunciation :
 - a] Word Stress
 - b] Sentence Stress
 - c] Tone group and Rhythm
 - d] Intonation

Section - III

1. Grammar of words
2. Grammar of Phrases :
 - a] Noun Phrases
 - b] Verb Phrases
 - c] Adverb / Prepositional Phrases.
3. Sentence Structure :
 - i. Simple Clause
 - ii. Complex Sentence
 - iii. Compound Sentence

Section - IV Text and Context

- c) Elements of Text.
- d) Reading comprehension of passages from different disciplines.

Section - V Writing Skills

- Imaginative use of parts of speech.
- How to plan paragraph writing How to change the direct into indirect speech and vice-versa.
- Sentence variations and the re-writing of sentence.
- Imaginative Features
- Idioms and Phrases.

Practical exercise : Listening and Speaking English.

Letter writing : Precis and Comprehension, Paraphrasing and expansion, descriptive Writing, report writing, Script Writing for announcement compering etc.

- ❖ No. of participants - 50
- ❖ Venue - Dept. of English, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad