SACRED HEART COLLEGE (AUTONOMOUS)

DEPARTMENT OF ENGLISH

BA ENGLISH PROGRAMME

(VOCATIONAL MODEL II – COPY EDITOR)

Course plan

Academic Year 2014 - 15

Semester 2

COURSE PLAN

PROGRAMME	BA ENGLISH (COPY EDITOR)	SEMESTER	2
COURSE CODE & TITLE	U2CCENG3: CRITICAL THINKING, ACADEMIC WRITING AND PRESENTATION	CREDIT	4
HOURS/WEEK	5	HOURS/SEM	72

COURSE OBJECTIVES
To comprehend fundamental concepts of critical reasoning and develops the capacity to read and respond critically, drawing conclusions, generalizing, differentiating fact from opinion and creating their own arguments.
To develop appropriate and impressive writing styles for various contexts
To write and correct structural imperfections and edit what they have written.
To develop capacity for making academic presentations effectively and impressively
To synthesize information from various written sources and present them in the form of summaries.
To write original literary creations in different genres as directed, with/without using prompts.

SESSION	TOPIC	LEARNING RESOURCES	REMARKS
	MODULE I		
1	Introduction to Critical Thinking	Lecture/PPT	
2	Introduction to Critical Thinking	Lecture/PPT	
3	Introduction to Critical Thinking	Lecture/PPT	
4	Introduction to Critical Thinking	Lecture/PPT	
5	Reasoning and Arguments	Activities/ Discussion	
6	Reasoning and Arguments	Activities/ Discussion	
7	Reasoning and Arguments	Activities/ Discussion	
8	Reasoning and Arguments	Activities/ Discussion	
9	Reasoning and Arguments	Activities/ Discussion	
10	Reasoning and Arguments	Activities/ Discussion	
11	Deductive and Inductive Arguments	Course book	
12	Deductive and Inductive Arguments	Course book	
13	Deductive and Inductive Arguments	Course book	
14	Deductive and Inductive Arguments	Course book	
15	Deductive and Inductive Arguments	Course book	
16	Fallacies		

17	Fallacies	Course book	
18	Inferential Comprehension	Group Activities	
19	Inferential Comprehension	Group Activities	
20	Inferential Comprehension	Group Activities	
21	Inferential Comprehension	Course book	
22	Inferential Comprehension	Group Activities	
23	Inferential Comprehension	Group Activities	
24	Critical Thinking and Academic Writing	Group Activities	
25	Critical Thinking and Academic Writing	Group Activities	
26	Critical Thinking and Academic Writing	Group Activities	
	INTERNAL ASSESSMENT TEST 1		
27	Writing Models	Presentation	
28	Writing Models	Course book	
29	Writing Models		
30	Writing Models	Course book	
31	Writing Models	Course book	
32	Writing Letters		
33	Writing Letters	Course book	
34	Writing Letters	Course book	
35	Writing Letters		
36	Writing a Letter to the Editor	Course book	
37	Writing a Letter to the Editor	Course book	
38	Writing a Letter to the Editor		
39	Writing a Letter to the Editor	Course book	
40	Letter to the Editor	Course book	
41	Letter to the Editor	Course book	
42	Resume Writing		
	MODULE III		
43	Covering Letter	Lecture	
44	Covering Letter	Lecture	
45	Emails	Course book	
46	Emails	Course book	
47	Interview Skills		
48	Interview Skills	Course book	
49	Interview Skills	Course book	
50	Group Discussion		
52	Group Discussion	Course book	
53	Accuracy in Academic writing	Course book	
54	Accuracy in Academic writing	Course book	

55	Accuracy in Academic writing		
56	Articles and Determiners	Course book	
57	Articles and Determiners	Course book	
58	Nouns and Pronouns		
59	Subject-verb agreement	Lecture	
60	Phrasal verbs	Lecture	
61	Modals		
62	Tenses	Course book	
63	Tenses	Course book	
64	Tenses		
65	Conditional clauses	Course book	
66	Relative Pronouns	Course book	
67	Passive Voices		
	INTERNAL ASSESSMENT TEST 2		
68	Conjunctions	Lecture	
69	Embedded questions	Course book	
70	Embedded questions	Course book	
71	Punctuations and Abbreviations		
72	Soft skills for academic presentations	Course book	
73	Effective communication skills	Course book	
74	Flip Charts, OHP, Power point presentation	Group Presentations	
75	Clarity and brevity in presentation	Group Presentations	
76	Interaction and persuasion	Group Presentations	
77	Interview skills	Group Presentations	
78	Interview skills	Group Presentations	
79	Interview skills	Group Presentations	
80	Group Discussion	Group Presentations	
81	Group Discussion	Group Presentations	
82	Group Discussion	Group Presentations	
83	Group Discussion	Group Presentations	
84	Group Discussion	Group Presentations	
85	Group Discussion	Group Presentations	
86	Review Session 1		
87	Review Session 1		

88	Review Session 2		
89	Review Session 3		
90	Review Session 4		

INDIVIDUAL ASSIGNMENTS/SEMINAR – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	4/1/2015	Writing Tasks- Different Types of Letters
2	28/02/2015	

GROUP ASSIGNMENTS/ACTIVITES – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	2/02/2015	Brochure design
2	15/1/16	Model Slide Presentation

COURSE PLAN

PROGRAMME	BACHELOR OF ARTS - ENGLISH	SEMESTER	2
COURSE CODE AND TITLE	U2CCHIN2B - POETRY AND SHORT STORIES (SEM II)	CREDIT	4
HOURS/WEEK	5	HOURS/SEM	90

COURSE OBJECTIVES
Describe the various aspects of Hindi poetry in context of socio-cultural and political condition of that period.
Use Hindi language for effective communication in different fields according to its area of application.
Develop knowledge of literary forms in Hindi Short story and effective reading skills.
Compare the stylistic approaches in different forms of literature.
Develop creative thinking capacity through literature.

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	REMARKS
	MODULE I			
1	General Information about Hindi Poetry	Lecture/PPT		
2	Vasudha Ka Anchal,Introduction of author	Lecture/PPT		
3	Vasudha Ka Anchal	Lecture		
4	General Information about Hindi Short stories	Lecture/PPT		
5	Pareeksha, Introduction of author	Lecture		
6	Vasudha Ka Anchal	Lecture		
7	Vasudha Ka Anchal	Lecture/ Discussion		
8	Pareeksha	Lecture/ Discussion		
9	Pareeksha	Lecture		
10	Vasudha Ka Anchal	Lecture/ Discussion	Seminar	
11	Vasudha Ka Anchal	Interaction	Seminar	
12	Pareeksha	Lecture		
13	Pareeksha	Lecture/ Discussion		
14	Pareeksha	Lecture		
15	Vasudha Ka Anchal	Lecture		
16	Vasudha Ka Anchal	Interaction	Seminar	
17	Pareeksha	Lecture		
18	Pareeksha	Lecture/ Discussion		
19	Revision	Interaction		
20	Revision	Interaction		
21	Kusum Ke Prati, Introduction of author	Lecture/PPT		

22	Kusum Ke Prati	Lecture/Discussion		
23	Revision	Interaction		
24	CIA – I (1Hour Exam)			
MODULE II				
25	Kusum Ke Prati	Lecture		
26	Kusum Ke Prati	Lecture/ Discussion		
27	Apna Paraya, Introduction of author	Lecture		
28	Apna Paraya	Lecture/Discussion		
29	Apna Paraya	Lecture/Discussion		
30	Kusum Ke Prati	Lecture		
31	Kusum Ke Prati	Lecture/Discussion		
32	Apna Paraya	Lecture/Discussion	Seminar	
33	Apna Paraya	Lecture/PPT		
34	Apna Paraya	Interaction		
35	Kusum Ke Prati	Lecture		
36	Kusum Ke Prati	Lecture/Discussion		
37	Kusum Ke Prati	Interaction	Seminar	
38	Sapekshya –Samvedan, Introduction of author	Lecture/PPT		
39	Sapekshya –Samvedan	Lecture/PPT		
40	Sapekshya –Samvedan	Lecture		
41	Bholaram Ka Jeev , Introduction of author	Lecture/PPT		
42	Bholaram Ka Jeev	Lecture/Discussion		
43	Bholaram Ka Jeev	Lecture/Discussion		
44	Sapekshya –Samvedan	Lecture		
45	Sapekshya –Samvedan	Lecture/ Discussion	Seminar	
46	Bholaram Ka Jeev	Interaction		
47	CIA –II (2Hours Exam)			
MODULE III				
48	Daily Passenger, Introduction of author	Lecture/PPT		
49	Daily Passenger	Lecture		
50	Daily Passenger	Lecture/ Discussion	Seminar	
51	Dilli Mein Ek Mout, Introduction of author	Lecture/PPT		
52	Dilli Mein Ek Mout	Lecture		
53	Dilli Mein Ek Mout	Lecture/ Discussion		
54	Daily Passenger	Lecture		
55	Daily Passenger	Lecture/Discussion		
56	Dilli Mein Ek Mout	Lecture		
57	Dilli Mein Ek Mout	Lecture/PPT		
58	Daily Passenger	Lecture		
59	Dilli Mein Ek Mout	Lecture		
60	Dilli Mein Ek Mout	Lecture		
61	Dilli Mein Ek Mout	Lecture/Discussion	Seminar	
62	Revision	Discussion		
63	Dilli Mein Ek Mout	Lecture/PPT		
64	Daily Passenger	Lecture		

65	Daily Passenger	Lecture/Discussion		
66	Dilli Mein Ek Mout	Lecture		
67	Dilli Mein Ek Mout	Lecture/Discussion		
68	Dilli Mein Ek Mout	Lecture/Discussion		
69	Daily Passenger	Lecture		
70	Daily Passenger	Interaction	Seminar	
71	Dilli Mein Ek Mout	Lecture		
72	Dilli Mein Ek Mout	Lecture/Discussion	Seminar	
73	Bejagah, Introduction of author	Lecture/PPT		
74	Bejagah	Lecture/Discussion		
75	Vapasi, , Introduction of author	Lecture/PPT		
76	Vapasi	Lecture/Discussion		
77	Bejagah	Lecture		
78	Bejagah	Lecture/Discussion		
79	Vapasi	Lecture		
80	Vapasi	Lecture/Discussion		
81	Bejagah	Lecture		
82	Bejagah	Lecture/Discussion		
83	Vapasi	Lecture		
84	Vapasi	Lecture/Discussion		
85	Bejagah	Interaction		
86	Vapasi	Interaction		
87	Seminar	Interaction		
88	Revision	Interaction		
89	Revision	Interaction		
90	Evaluation of the Course			

GROUP ASSIGNMENTS/ACTIVITES – Details & Guidelines

SL NO	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	January	Literary Analysis of a Poem (Group Discussion)
2	January	Presentation of any scene from short stories (Group Activity)

References

- **Kavita Ka Sangharsh,Kumarendra Parasnath Singh,Vani Prakashan, New Delhi.**
- **Kahani : Sankramansheel Kala,Khagendra Thakur,Vani Prakashan,New Delhi**

Web resource references:

- epustakalay.com
- www.hindikunj.com

COURSE PLAN

PROGRAMME	BACHELOR OF ARTS - ENGLISH	SEMESTER	2
COURSE CODE AND TITLE	U2CCHIN2B - POETRY AND SHORT STORIES (SEM II)	CREDIT	4
HOURS/WEEK	5	HOURS/SEM	90

COURSE OBJECTIVES
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SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	REMARKS
MODULE I				
1	General Information about Hindi Poetry	Lecture/PPT		
2	Vasudha Ka Anchal,Introduction of author	Lecture/PPT		
3	Vasudha Ka Anchal	Lecture		
4	General Information about Hindi Short stories	Lecture/PPT		
5	Pareeksha, Introduction of author	Lecture		
6	Vasudha Ka Anchal	Lecture		
7	Vasudha Ka Anchal	Lecture/ Discussion		
8	Pareeksha	Lecture/ Discussion		
9	Pareeksha	Lecture		
10	Vasudha Ka Anchal	Lecture/ Discussion	Seminar	
11	Vasudha Ka Anchal	Interaction	Seminar	
12	Pareeksha	Lecture		
13	Pareeksha	Lecture/ Discussion		
14	Pareeksha	Lecture		
15	Vasudha Ka Anchal	Lecture		
16	Vasudha Ka Anchal	Interaction	Seminar	
17	Pareeksha	Lecture		
18	Pareeksha	Lecture/ Discussion		
19	Revision	Interaction		
20	Revision	Interaction		
21	Kusum Ke Prati, Introduction of author	Lecture/PPT		
22	Kusum Ke Prati	Lecture/Discussion		

23	Revision	Interaction		
24	CIA – I (1Hour Exam)			
MODULE II				
25	Kusum Ke Prati	Lecture		
26	Kusum Ke Prati	Lecture/ Discussion		
27	Apna Paraya, Introduction of author	Lecture		
28	Apna Paraya	Lecture/Discussion		
29	Apna Paraya	Lecture/Discussion		
30	Kusum Ke Prati	Lecture		
31	Kusum Ke Prati	Lecture/Discussion		
32	Apna Paraya	Lecture/Discussion	Seminar	
33	Apna Paraya	Lecture/PPT		
34	Apna Paraya	Interaction		
35	Kusum Ke Prati	Lecture		
36	Kusum Ke Prati	Lecture/Discussion		
37	Kusum Ke Prati	Interaction	Seminar	
38	Sapekshya –Samvedan, Introduction of author	Lecture/PPT		
39	Sapekshya –Samvedan	Lecture/PPT		
40	Sapekshya –Samvedan	Lecture		
41	Bholaram Ka Jeev , Introduction of author	Lecture/PPT		
42	Bholaram Ka Jeev	Lecture/Discussion		
43	Bholaram Ka Jeev	Lecture/Discussion		
44	Sapekshya –Samvedan	Lecture		
45	Sapekshya –Samvedan	Lecture/ Discussion	Seminar	
46	Bholaram Ka Jeev	Interaction		
47	CIA –II (2Hours Exam)			
MODULE III				
48	Daily Passenger, Introduction of author	Lecture/PPT		
49	Daily Passenger	Lecture		
50	Daily Passenger	Lecture/ Discussion	Seminar	
51	Dilli Mein Ek Mout, Introduction of author	Lecture/PPT		
52	Dilli Mein Ek Mout	Lecture		
53	Dilli Mein Ek Mout	Lecture/ Discussion		
54	Daily Passenger	Lecture		
55	Daily Passenger	Lecture/Discussion		
56	Dilli Mein Ek Mout	Lecture		
57	Dilli Mein Ek Mout	Lecture/PPT		
58	Daily Passenger	Lecture		
59	Dilli Mein Ek Mout	Lecture		
60	Dilli Mein Ek Mout	Lecture		
61	Dilli Mein Ek Mout	Lecture/Discussion	Seminar	
62	Revision	Discussion		
63	Dilli Mein Ek Mout	Lecture/PPT		
64	Daily Passenger	Lecture		
65	Daily Passenger	Lecture/Discussion		

66	Dilli Mein Ek Mout	Lecture		
67	Dilli Mein Ek Mout	Lecture/Discussion		
68	Dilli Mein Ek Mout	Lecture/Discussion		
69	Daily Passenger	Lecture		
70	Daily Passenger	Interaction	Seminar	
71	Dilli Mein Ek Mout	Lecture		
72	Dilli Mein Ek Mout	Lecture/Discussion	Seminar	
73	Bejagah, Introduction of author	Lecture/PPT		
74	Bejagah	Lecture/Discussion		
75	Vapasi, , Introduction of author	Lecture/PPT		
76	Vapasi	Lecture/Discussion		
77	Bejagah	Lecture		
78	Bejagah	Lecture/Discussion		
79	Vapasi	Lecture		
80	Vapasi	Lecture/Discussion		
81	Bejagah	Lecture		
82	Bejagah	Lecture/Discussion		
83	Vapasi	Lecture		
84	Vapasi	Lecture/Discussion		
85	Bejagah	Interaction		
86	Vapasi	Interaction		
87	Seminar	Interaction		
88	Revision	Interaction		
89	Revision	Interaction		
90	Evaluation of the Course			

GROUP ASSIGNMENTS/ACTIVITES – Details & Guidelines

SL NO	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	January	Literary Analysis of a Poem (Group Discussion)
2	January	Presentation of any scene from short stories (Group Activity)

References

- **Kavita Ka Sangharsh,Kumarendra Parasnath Singh,Vani Prakashan, New Delhi.**

- **Kahani : Sankramansheel Kala,Khagendra Thakur,Vani Prakashan,New Delhi**

Web resource references:

- epustakalay.com
- www.hindikunj.com

<div align="center">**COURSE PLAN**</div>

PROGRAMME	BA ENGLISH MODEL II (COPY EDITOR)	SEMESTER	2
COURSE CODE & TITLE	U2CRENG02 Methodology of Humanities and Literature	CREDIT	4
HOURS/WEEK	5	HOURS/SEM	90

COURSE OBJECTIVES
Familiarize with the methodology of humanities in general and literature in particular.
Analyse the main pre-occupations of literature, its subject matter, and the artifices of representation.
Illustrate major issues of literary studies drawing on textual excerpts
Familiarise with the major theoretical approaches to literature
Examine larger questions such as culture, gender, marginality etc.
Interpret literary texts from various theoretical perspectives.

SESSION	TOPIC	LEARNING RESOURCES/Method of Instruction	REMARKS
	MODULE I		
1.	Introduction to the Course - Understanding Humanities	Lecture	
2.	Introduction to the Course - Understanding Humanities	Lecture	
3.	Introduction to the Course - Understanding Humanities	Lecture	
4.	Introduction to the Course - Understanding Humanities	Lecture/Group Discussion	
5.	Introduction to the Course - Understanding Humanities	Lecture/Group Discussion	
6.	Introduction to the Course - Understanding Humanities	PPT Presentation and Group discussion	
7.	Introduction to the Course - Understanding Humanities	Lecture/Group Discussion	
8.	Introduction to the Course - Understanding Humanities	Lecture/Group Discussion	
9.	Introduction to the Course - Understanding Humanities	Lecture/Group Discussion	
10.	Introduction to the Course - Understanding Humanities	Lecture/Group Discussion	

11.	Introduction to the Course - Understanding Humanities	Lecture/Group Discussion	
12.	Introduction to the Course - Understanding Humanities	Lecture/Group Discussion	
13.	Introduction to the Course - Understanding Humanities	Lecture/Group Discussion	
14.	Introduction to the Course - Understanding Humanities	Lecture/Group Discussion	
15.	Exploration of reality in Humanities	Lecture/ Group Discussion	
16.	Exploration of reality in Humanities	Lecture/ Group Discussion	
17.	Exploration of reality in Humanities	Lecture	
18.	Exploration of reality in Humanities	Lecture/ Group Discussion	
19.	What is scientific method	Lecture/ Group Discussion	
20.	What is scientific method	PPT and Discussion	
21.	What is scientific method	Lecture	
22.	What is scientific method	Lecture/ Group Discussion	
23.	The natural and social sciences	Lecture/ Group Discussion	
24.	The natural and social sciences	Oral Lecture	
25.	The natural and social sciences	PPT and Discussion	
26.	The natural and social sciences	Lecture/ Group Discussion	
27.	Facts and its interpretations	Lecture/ Group Discussion	
28.	Facts and its interpretations	Lecture/ Group Discussion	
29.	Facts and its interpretations	Lecture	
30.	Natural and the subjective world	Lecture	
31.	Values, tastes and belief system	Lecture	
32.	Language and its importance in Humanities	PPT and Discussion	
33.	Language and identity	Lecture	
34.	Language and culture	Lecture/ Group Discussion	
35.	IAT - 1	Oral Lecture	

36.	Language and history	Lecture	
37.	Language and its relation to caste	PPT and Discussion	
38.	Language and class	PPT and Discussion	
	MODULE II		
39.	Language and race	PPT and Discussion	
40.	Language and gender	Lecture	
41.	Language and gender	Group Discussion	
42.	Language and gender	Group Discussion	
43.	Language and colonialism	Lecture/ Group Discussion	
44.	Language and colonialism	Lecture	
45.	Language and colonialism	Lecture	
46.	What is narration	Lecture	
47.	What is narration	Lecture	
48.	What is narration	Group Discussion	
49.	Narration and representation - importance	Lecture/ Group Discussion	
50.	Narration and representation - importance	Lecture	
51.	Narration and representation - importance	Lecture	
52.	Narrative modes of thinking	Lecture	
53.	Narrative modes of thinking	Lecture	
54.	Narrative modes of thinking	Lecture/ Group Discussion	
55.	Narrative modes of thinking	Lecture	
56.	Narrative modes of thinking	Lecture	
57.	Narrative modes of thinking	PPT and Discussion	
58.	Narration in Literature	Lecture	
59.	Narration in Literature	Lecture	
60.	Narration in Literature	Lecture	
61.	Narration in Literature	Lecture/ Group Discussion	

62.	Narration in Literature	Lecture	
63.	Narration in Literature	PPT and Discussion	
64.	Narration in Literature	Lecture	
65.	Narration in History	Lecture	
66.	Narration in History	Lecture	
67.	Narration in History	Lecture	
68.	Narration in History	Lecture	
69.	Narration in History	Lecture	
70.	Narration in History	Lecture/ Group Discussion	
71.	Narration in History	Lecture	
	MODULE III		
72.	Narration in Philosophy	Lecture	
73.	Narration in Philosophy	Lecture	
74.	Narration in Philosophy	PPT and Discussion	
75.	Narration in Philosophy	Discussion	
76.	Narration in Philosophy	PPT and Discussion	
77.	"Theory before 'Theory'- Liberal Humanism	Lecture	
78.	"Theory before 'Theory'- Liberal Humanism"	Lecture	
79.	"Theory before 'Theory'- Liberal Humanism"	Lecture	
80.	"Theory before 'Theory'- Liberal Humanism"	Lecture	
81.	"Theory before 'Theory'- Liberal Humanism"	Lecture	
82.	Theoretical approaches to literature: Text-oriented	Lecture	
83.	Theoretical approaches to literature: Text-oriented	Lecture/ Group Discussion	
84.	IAT - II	Oral Lecture	
85.	Theoretical approaches to literature: Text-oriented	Lecture	
86.	Theoretical approaches to literature: Text-oriented	Lecture	
	ASSIGNMENTS AND SEMINARS		

87.	Values, Tastes and Beliefs		
88.	Understanding Humanities		
89.	Emile Durkheim		
90.	Max Weber		
	TEXTBOOKS AND REFERENCES		
1	Peter Barry: "Theory before 'theory' – liberal humanism". Beginning Theory: An Introduction to Literary and Cultural Theory. New York, Manchester. 1995. 11-38 Mario Klarer. "Theoretical Approaches to the Study of Literature" An Introduction to Literary Studies. Delhi: Routledge, P. 63-96.		
2	Kundu, Abhijit. The Humanities: Methodology and Perspectives. Delhi: Pearson, 2009.		

COURSE PLAN

PROGRAMME	B A ENGLISH COPY EDITOR	SEMESTER	2
COURSE CODE AND TITLE	U2CPENG02- COMPLEMENTARY 1 ENGLISH FOR COPY EDITING 2	CREDIT	4
HOURS/WEEK	3	HOURS/SEM	5

COURSE OBJECTIVES
Understand the salient aspects of essay development.
Apply effectively various English grammar rules in different language compositions
Develop essays employing different patterns of essay writing.
Demonstrate skill to express ideas clearly in oral and written expressions
Edit prose passages to make them worthy of publication.
Distinguish between various levels of linguistic competence.

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	REMARKS
MODULE I				
1	Basic principles of writing- introduction	PPT/Lecture	video	
2	Basic principles of writing	PPT/Lecture	video	
3	Basic principles of writing	Lecture		
4	Four steps of writing essays: introduction	lecture		
5	First and second steps in essay writing	PPT/Lecture	video	
6	Beginning with a point or thesis	PPT/Lecture		
7	Supporting the thesis	Lecture		
8	Advancing and supporting a thesis	Lecture		

9	Practice session	presentation		
10	Practice session	presentation		
11	Third step in essay writing: introduction	Lecture		
12	Organizing and connecting specific evidence	Lecture		
13	Introductions, conclusions	PPT/Lecture	video	
14	Titles	PPT/Lecture		
15	Practice in organizing and connecting	Presentation		
16	Practice session	presentation		
17	Fourth step in essay writing	PPT/Lecture	video	
18	Revising sentences	PPT/Lecture		
19	Editing sentences	Lecture		
20	Practice in revising sentences	PPT/Lecture	video	
21	Practice	Presentation		
22	Practice	presentation		
23	Revision	Discussion		
24	Revision	Discussion		
25	CIA - I			
MODULE II				
26	Four bases of evaluating essays: introduction	PPT/Lecture		
27	Understanding unity	Lecture	video	
28	Understanding unity	Lecture		
29	Practice	presentation		
30	Practice	presentation		
31	Understanding support	Lecture	video	
32	Understanding support	Lecture		
33	Practice	presentation		

34	Practice	presentation		
35	Understanding coherence	Lecture	video	
36	Understanding coherence	Lecture		
37	Practice	presentation		
38	Practice	presentation		
39	sentence skills	Lecture	video	
40	Sentence skills	Lecture		
41	Practice	presentation		
42	Practice	presentation	video	
43	Practice	Presentation		
44	Practice	Presentation		
45	Reviison	Discussion	Quiz	
46	Revision	Discussion		
47	Class test			
48	Seminar	Presentation		
49	seminar	Presentation		
	MODULE III			
50	Patterns of essay development: introduction	Lecture		
51	Patterns of essay development	Discussion		
52	Descriptive essay	Lecture		
53	Descriptive essay	Lecture		
54	Practice	presentation		
55	Narrative essay	Lecture, discussion		
56	Narrative essay	Lecture, discussion		
57	Practice	Presentation		

58	Exemplification	Lecture		
59	Exemplification	Discussion		
60	Practice	Presentation		
61	Practice	Presentation		
62	Process essay	Lecture		
63	Process essay	Lecture		
64	Practice	Presentation		
65	Practice	Presentation		
66	Cause and effect pattern	Lecture		
67	Cause and effect pattern	Lecture		
68	Practice	Presentation		
69	Practice	Presentation		
70	Comparison and contrast	PPT/Lecture		
71	Comparison and contrast	Lecture		
72	Practice	Presentation		
73	Definition pattern	PPT/Lecture		
74	Definition pattern	Lecture		
75	Practice	Presentation		
76	Practice	Presentation		
77	Division and classification	PPT/Lecture		
78	Division and classification	Lecture		
79	Practice	Presentation		
80	Revision	Lecture/discussion		
	Module 4			
81	Writing practice	Lecture	video	

82	Writing practice	Lecture		
83	Writing practice	Presentation		
84	Writing practice	Presentation		
85	Writing practice	Presentation	video	
86	**Seminar**	Presentation		
87	Seminar	Presentation		
88	Seminar	Presentation		
89	seminar	Presentation		
90	CIA 2			

INDIVIDUAL ASSIGNMENTS/SEMINAR – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	2/2/2015	Essay writing
2	28/2/2015	Essay writing using multiple patterns

GROUP ASSIGNMENTS/ACTIVITES – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	12/2/2015	Group Discussions
2	20/2/2015	Performances

Reference

College Writing Skills with Readings by John Langan

COURSE PLAN

PROGRAMME	BA English (Copy Editor)	SEMESTER	2
COURSE CODE AND TITLE	**U2VCENG2: COMPUTER APPLICATIONS AND DTP**	CREDIT	4
HOURS/WEEK	5	HOURS/SEM	90

COURSE OBJECTIVES
Demonstrate a comprehensive understanding of printing and publishing technology.
Apply the methods and procedures of online publication.
Operate desktop printing applications such as CorelDraw, Photoshop and InDesign.
Be able to successfully complete simple typesetting works.
Acquire proficiency in graphic design and image manipulation.
Gain experience in editing, typesetting and publishing a student newsletter and magazine.

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	REMARKS
	MODULE I			
1	Introduction to Publishing and editing software :	Practical	Video	
2	Introduction to Publishing and editing software :	Practical	Video	
3	Basics of Graphic design, illustrations, content editing and page setting.	Practical	Video	
4	Basics of Graphic design, illustrations, content editing and page setting.	Practical	Video	
5	Basics of Graphic design, illustrations, content editing and page setting.	Practical	Video	
6	Basics of Graphic design, illustrations, content editing and page setting.	Practical	Video	
7	Basics of Graphic design, illustrations, content editing and page setting.	Practical	Video	
8	Basics of Graphic design, illustrations, content editing and page setting.	Practical	Video	
9	Creating logos and trademarks	Practical	Video	
10	Creating logos and trademarks	Practical	Video	
11	Designing visiting cards	Practical	Video	
12	Designing visiting cards	Practical		
13	Invitations, advertisements, menu cards etc	Practical	E Resource	

14	Cover designs	Practical		
	MODULE II			
15	CorelDRAW Graphic Suite X6 - How to use the Artistic Media Tool in creating Text Effect	Practical		
16	CorelDRAW Graphic Suite X6 - How to use the Artistic Media Tool in creating Text Effect	Practical	E Resource	
17	CorelDRAW Graphic Suite X6 - How to use the Artistic Media Tool in creating Text Effect	Practical		
18	Introduction to Color Harmonies in CorelDRAW	Practical	Video	
19	Introduction to Color Harmonies in CorelDRAW	Practical	Video	
20	Introduction to Color Harmonies in CorelDRAW	Practical	Video	
21	Creating a logo using CorelDRAW	Practical	Video	
22	Creating a logo using CorelDRAW	Practical	Video	
23	Creating a logo using CorelDRAW	Practical	E Resource	
24	Creating a flyer in CorelDRAW® Graphics Suite using the Table Tool and Live Text Preview	Practical		
25	Creating a flyer in CorelDRAW® Graphics Suite using the Table Tool and Live Text Preview	Practical		
26	**First Internal Test**			
27	Adobe InDesign: Software Overview	Practical	PPT	
28	Adobe InDesign: Software Overview	Practical	Video	
29	Create a new document	Practical	Video	
30	Add text and art in frames	Practical	Video	
31	Add text and art in frames	Practical		
32	Add text and art in frames	Practical		
	MODULE III			
33	Add text and art in frames	Practical	E Resource	
34	Apply color to an object	Practical		
35	Apply color to an object	Practical		
36	Apply color to an object	Practical		
37	Add pages to your document	Practical	E Resource	
38	Add pages to your document	Practical		
39	Add pages to your document	Practical		
40	How to create and print business cards	Practical		
41	How to create and print business cards	Practical		
42	How to create and print business cards	Practical	E Resource	
43	How to create and print business cards	Practical		
44	Bulleted and numbered lists	Practical		
45	Bulleted and numbered lists	Practical		
46	Bulleted and numbered lists	Practical	E resource	
47	How to create a resume	Practical		
48	How to create a resume	Practical		
49	How to create a resume	Practical		
50	How to create a resume	Practical		
51	How to make a flyer	Practical		
52	How to make a flyer	Practical		
53	How to make a flyer	Practical	E Resource	

54	Photoshop: Remove a person from the background with masking	Practical		
55	Photoshop: Remove a person from the background with masking	Practical		
56	Combine photos in group shots	Practical		
57	Combine photos in group shots	Practical	Video	
58	Combine photos in group shots	Practical		
59	Combine photos in group shots	Practical		
60	How to correct color and tone	Practical		
61	How to correct color and tone	Practical	Video	
62	How to correct color and tone	Practical		
Second Internal Test				
63	How to correct color and tone	Practical		
64	Crop a photo	Practical		
65	Vector shape tools	Practical		
66	Vector shape tools	Practical		
67	Vector shape tools	Practical		
68	Vector shape tools	Practical		
69	How to edit a photo in PS	Practical		
70	How to edit a photo in PS	Practical	E Resource	
71	How to edit a photo in PS	Practical		
72	How to edit a photo in PS	Practical		
74	Online Publishing: Introduction	Practical		
75	Online Publishing: Introduction	Practical		
76	Online Publishing: Introduction	Practical	E Resource	
77	WEEBLY	Practical		
78	WEEBLY	Practical		
79	WEEBLY	Practical		
80	WordPress	Practical		
81	WordPress	Practical		
82	Tumblr, ISSUU	Practical		
83	Tumblr, ISSUU	Practical	E Resource	
84	Presentations	Practical		
85	Presentations	Practical		
86	Presentations	Practical		
87	Presentations	Practical	E Resource	
88	Presentations	Practical		
89	Presentations	Practical		
90	Presentations	Practical	Video	

INDIVIDUAL ASSIGNMENTS/SEMINAR – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	18.01.2015	Origin and history Computing
2	18.12.2015	Introduction to Internet

GROUP ASSIGNMENTS/ACTIVITES – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	13.01.2015	Create a magazine
2	26.02. 2015	Create a brochure