CENTRE FOR STUDY OF LANG
JIWAJI UNIVERSITY, GWAJAW.

SYLLABUS FOR DIPLOMA IN ENGLISH (DURATION : 6 MONTHS)

There will be three papers of 100 marks each two written papers and a viva-voce.

conversational English.

DIPLOMA COURSE IN ENGLISH: 1st SEMESTER

MAX. MARKS: 147

1. (a) Word, phrase, sentence, clause, idiom-discrimination of one from another
(b) Sequence of Tenses
2. Adjectives with degrees, change of degree without changing the meaning
3. Adverbs, their formation and position
4. The particle: as verb and as an adjective
5. Short answers (Positive and Negative) Yes/No & 'Why' word questions
6. Common Errors: Correct and Incorrect sentences
7. Simple, Compound, Complex sentences
8. Syntax analysis, Intersentential Transformation
9. Prefixes, Suffixes - their use in word formation
10. Prepositional verbs or phrasal verbs
11. Idioms and idiomatic expressions and their use in sentences
12. One word substitution
13. The same word used as different parts of speech (noun, verb & adjective)
14. Abbreviation, Construction of words
15. Can't, Can, Will, It's, It is or It has etc.

PAPER II: PHONETIC TRANSCRIPTION AND ADVANCED COMPOSITION

Phonetic transcription
1. 20 Marks
2. Formal writing
3. Formal letter writing (Business, Official, Formal notes of invitation, compliance and refusal)
4. Dialogue writing
5. Guided composition (Translation of a passage from Hindi to English and English to Hindi), about 10 sentences (10+10)
6. Essay (300 Words)

PAPER III: VIVA VOCE

1. Speech making on a given topic
2. Viva voce testing the candidate's knowledge of conversational English and other constructional tit-bits

MAX. MARKS: 100

DOGS RECOMMENDED:
1. English Conversation Practice: Grant Taylor
2. Living English Structure: Allen
3. Remedial English Grammar: F. T. Wrid
4. High School English Grammar and Composition: Wren & Martin
5. A Practical Guide to Translation: A. Thakur