

SYLLABUS FOR CERTIFICATE IN ENGLISH (DURATION : 6 MONTHS)

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

CERTIFICATE COURSE IN ENGLISH : 1st SEMESTER

PAPER I: GRAMMAR AND VOCABULARY

TIME : 3 HOURS

MAX. MARKS 100

- 1. Parts of speech and their functions 5 Marks
- 2. Sentence construction : Simple (Statement), Interrogative and Exclamatory 5 Marks
- 3. (a) Verb and its tense 10 Marks
- (b) Concord, Subject and Verb agreement 5 Marks
- 4. (a) Verb Patterns 10 Marks
- (b) Use of modal auxiliaries 5 Marks
- 5. Gerund and Infinitive 5 Marks
- 6. Articles and Determiners 5 Marks
- 7. Prepositions 10 Marks
- 8. Active and Passive Voice 5 Marks
- 9. Direct and Indirect Narration of Simple, Interrogative and Imperative Sentences 5 Marks
- 10. Question Tags 5 Marks

VOCABULARY

- 11. Spellings 5 Marks
- 12. Word Formation: Noun from Adjective, Verb from Noun and Vice versa 5 Marks
- 13. Words commonly confused 5 Marks
- 14. Synonyms 5 Marks
- 15. Antonyms 5 Marks

PAPER II : PHONETICS, TRANSLATION COMPOSITION & COMPREHENSION.

- 1. Vowel sounds, Consonant sounds, Diphthongs, Accent (stressed and not stressed) (5 marks each) 20 Marks
- 2. Translation of sentences from Hindi to English 10 Marks
- 3. Translation of sentences from English to Hindi 10 Marks
- 4. Putting punctuation marks in a running passage 10 Marks
- 5. Letter Writing (Personal letters and applications) 15 Marks
- 6. Comprehension of a passage 15 Marks
- 7. Situational English 20 Marks
- 8. Meeting at Railway Station, Meeting at Hospital, Meeting in a Party, Meeting at a Sport Event, Meeting Friend After a Long time etc.

PAPER III : READING

- (a) Reading/Reciting a short poem 30 Marks
- (b) Simple conversation in English 70 Marks

BOOKS RECOMMENDED :

- Living English Structure - Stenard Allen
- Intermediate English: Grammar and Composition - M.L. Tickoo, Subramanyam
- Guide to Patterns & Usage - A.S. Hornby
- High School English Grammar and Composition - Wren & Martin
- Practical Guide to Translation - A. Thakur
- English Conversation Practice - Grant Taylor (Tata MacGraw Hill)

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CERTIFICATE and ~~Diploma~~ English

M.A. M.Sc. Exam. Dec., 2018

First/Third Semester

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