



**PANDIT DEENDAYAL UPADHYAYA SHEKHAWATI  
UNIVERSITY, SIKAR**

**SYLLABUS**

**Ability Enhancement Course**

**Foundations of English Language: A Comprehensive Introduction**

**II Semester**

**Examination- 2023-24**

**As per NEP- 2020**

  
**Dy. Registrar  
Pandit Deendayal Upadhyaya  
Shekhawati University,  
Sikar(Rajasthan)**

# Foundations of English Language: A Comprehensive Introduction

2023-24

Semester II

Credit: 2

Examination Marks: 40

Internal Examination: 10 Marks Total: 50

Duration: 3 hrs.

Minimum Pass Marks: 20

The syllabus aims at achieving the following objectives:

1. Enhancing vocabulary with different types of words
2. Translation from Hindi to English and vice versa
3. Reinforcing selected components of grammar and usage
4. Strengthening comprehension of prose and short stories
5. Strengthening compositional skills in English for paragraph writing. CVs and job applications.

The Pattern of the Question paper will be as follows:

## Unit I: Vocabulary and Translation

(10 marks)

1. Homophones and Homonyms (05)
2. Translation of 05 words from Hindi to English/  
from English to Hindi (05)

## Unit II Grammar and Usage

(10 marks)

1. Transformation of Sentences (05)
  - i) Direct and Indirect Narration
  - ii) Active and Passive Voice
2. Elements of a Sentence (05)


## Unit III: Comprehension

(10 marks)

Following Essays and Stories in *Essential Language Skills* revised edition compiled by Macmillan for University of Rajasthan General English B.A./B.Com./B.Sc.

1. A.P. J. Abdul Kalam *Vision 2020*
2. Ruskin Bond *Night Train at Deoli*
3. M. K. Gandhi *The Birth of Khadi*

Candidates will be required to answer 5 questions out of ten questions from the prescribed texts.  
Each question will be of two (2) Marks. (10)

  
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#### **Unit IV: Compositional Skills**

**(10 Marks)**

1. CV's and job Applications (Cover Letter) and Newspaper Report (5)
2. Paragraph Writing (5)

#### **Recommended Reading:**

Sasikumar.V., Dutta and Rajeevan, *A Course in Listening and Speaking- I* Foundation Books. 2005.

Sawhney, Panja and Verma eds. *English at the Workplace*, Macmillan 2003.

Singh R.P. *Professional Communication*. OUP. 2004

Judith Leigh. *CVs and job Applications*. OUP. 2004

Arthur Waldhorn and Arthur Zeiger, *English Made Simple*. Upa and Co.

Gunashekared. *A Foundation English Course for Undergraduates*. Book 1, CIEFL, Hyderabad.

Quirk and Greenbaum: *A University Grammar of English* Longman, 1973

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