The University of Burdwan



Syllabus for 3-Year Degree / 4-Year Honours in English under Curriculum and Credit Framework for Undergraduate Programmes (CCFUP) as per NEP, 2020 with effect from 2023-24

SEMESTER WISE & COURSE WISE CREDIT DISTRIBUTION STRUCTURE UNDER CCFUP AS PER NEP, 2020

Semester	Course Type with Code	Level	Course Title	Credit	Lect.	Tuto.	Pract./Viva -voce	Full Marks	Distribution of Marks		
									Theory	Pract./ Viva- voce	Internal Assessment
	Major/DS Course (Core) Code: ENGL1011		Introduction to Poetry and Prose	4	3	1	0	75	60	0	15
	Minor Course Code: ENGL1021	100-	Poems, Essays and Short Stories, Rhetoric and Prosody	4	3	1	0	75	60	0	15
	Interdisciplinary Course Code: ENGL1031		Communication Skills	3	2	1	0	50	40	0	10
I	Ability Enhancement Course (AEC) [L ₁ -1 MIL] Code: AEC1041		Arabic/ Bengali/ Hindi/ Sanskrit/ Santali/ Urdu or Equivalent Course from SWAYAM /Any other UGC recognized platform	2	2	0	0	50	40	0	10
	Skill Enhancement Course (SEC) Code: ENGL1051		English Grammar and Vocabulary	3	2	1	0	50	40	0	10
	Common Value Added (CVA) Course Code: CVA1061		Environmental Science/ Education	4	3	0	1	100	60	20	20
	Total			20				400			

	Course Type with Code	Level	Name of the Course	Credit	Lect.			Full Marks	Distribution of Marks		
omoctor									Theory	Pract./ Viva- voce	Internal Assessmen
	Major/DS Course (Core) Code: ENGL2011		Plays, Novels, and Literary Terms	4	3	1	0	75	60	0	15
]	Minor Course		Plays and Novels								
	Code: ENGL2021	100- 199	, ,	4	3	1	0	75	60	0	15
]	Interdisciplinary Course		Technical Writing	3	2	1	0	50	40	0	10
	Code: ENGL2031										
П	Ability Enhancement Course (AEC)[L ₂ -1] Code: AEC2041		Functional English	2	2	0	0	50	40	0	10
	Skill Enhancement Course (SEC)			3	2	1	0	50	40	0	10
	Code: ENGL2051		Creative Writing								
	Common Value Added		Understanding								
	(CVA) Course Code: CVA2061		India/Digital & Technological Solutions/Health & Wellness,Yoga Education, Sports & Fitness	4	3/3	1/0	0/1	100	80/60	0/20	20
kill based ecuring 4(l vocational course (add 0 cr.	ll. 4 Cr) during summer	term fo	r 8 we	eeks, f	or those who	will exit	the prog	gramme	after

Total		20		400			
	Total						

MAJOR COURSE

<u>ENGL1011: Introduction to Poetry and Prose</u> [4 Cr, Full Marks: 75 (Theory: 60 + IA: 15), LH: 60 hrs]

COURSE OBJECTIVE:

The objective of this course is to introduce students to major literary forms and encourage an appreciation of the various thematic and stylistic aspects of these forms. Students will also be introduced to various genres and sub-genres of poetry, drama and fiction. The course also introduces students to a range of simple but significant poems, essays and short stories. Moreover, the course also offers a component on rhetoric and prosody in order to enable students to better understand the elements of style in English composition, particularly in poetry. The primary objective of the course is to acquaint students with major literary forms and some seminal but short literary texts, and to encourage them to develop strategies of critical reading.

Literary Forms: (LH: 10)

Poetry, Drama, Fiction

Poems: (LH: 20)

Sidney: Sonnet No. 1 (from *Astrophel and Stella*) Shakespeare Sonnet No. 29 John Donne: "Go and Catch a Falling Star" John Milton: "On His Blindness" William Wordsworth: "The Solitary Reaper" John Keats: "Bright Star" Lord Byron: "She Walks in Beauty" Elizabeth Barrett Browning: "How Do I Love Thee" W.B. Yeats: "The Wild Swans at Coole" Wilfred Owen: "Anthem for Doomed Youth"

Essays and Short Stories: (LH: 20)

Francis Bacon: "Of Studies" Addison: "Mischiefs of Party Spirit" Charles Lamb: "Old China" Somerset Maugham: "The Lotus Eater" Arthur Conan Doyle: "The Speckled Band" O' Henry: "The Last Leaf"

Rhetoric and Prosody (LH: 10)

COURSE OUTCOME:

It is desired that the course will inculcate in students a love for literature and an appreciation of the nuanced texture and stylistic elements of literary texts.

MINOR COURSE

ENGL1021: Poems, Essays and Short Stories, Rhetoric and Prosody [4 Cr, Full Marks: 75 (Theory: 60 + IA: 15), LH: 60 hrs]

COURSE OBJECTIVE:

The objective of this Minor course is to acquaint students with a few English literary texts, which, despite their brevity, are among the finest works of their kind. The two short stories are by Indian authors whose writing is integral to the canon of Indian writing in English. The idea is to introduce and develop the awareness that today the implications of the term 'English literature' extend into former colonies of the Empire such as India.

Poems: (LH: 16)

William Shakespeare: Sonnet 116 William Wordsworth: "A Slumber did my Spirit Seal" P. B. Shelley: "One Word is Too Often Profaned" Rupert Brooke – "Soldier"

Essays and Short Stories: (LH: 32)

Charles Lamb – "Dream Children" Bernard Shaw: "Spoken English and Broken English" Ruskin Bond: "The Night Train at Deoli" R. K. Narayan: "Out of Business"

Rhetoric and Prosody (LH: 12)

COURSE OUTCOME:

It is expected that students choosing this Minor course will learn to develop skills necessary for critical appreciation of literary texts.

INTERDISCIPLINARY COURSE

ENGL1031: Communication Skills [3 Cr, Full Marks: 50 (Theory: 40 + IA: 10), LH: 45 hrs]

COURSE OBJECTIVES:

The course aims to enable students to develop and improve skills for the effective use of English in communication. Students will be taught the skills of listening to and comprehending spoken English; the essentials of using English in speech on a variety of occasions; and the skills of writing English for diverse purposes.

Introduction to Communication Skills

Listening (LH: 10)

listening to casual conversations; listening to lectures; listening to instructions; listening to theatrical or movie dialogues; listening to news bulletins

Speaking (LH: 10)

speaking during casual conversations; speaking to a gathering; delivering a formal speech; offering instructions / advice; speaking as a presenter on television and radio; speaking during group discussions; speaking while facing an interview board

Reading (LH: 10)

reading for pleasure; reading for examinations; reading for research; reading in a group; reading newspapers

Writing (LH: 15)

writing formal letters; writing emails; writing messages on social media; writing for popular magazines; report writing for newspapers; feature writing for newspapers; writing a resume, writing applications for jobs, writing memos

COURSE OUTCOME:

Students opting for this interdisciplinary course are expected to develop skills of communication in English so that they may display adequate language competence with regard to English whenever occasions demand.

SKILL ENHANCEMENT COURSE (SEC)

ENGL1051: English Grammar and Vocabulary [3 Cr, Full Marks: 50 (Theory: 40 + IA: 10), LH: 45 hrs]

COURSE OBJECTIVE:

The objective of this course is to establish for students the importance of grammar, and acquaint them with a few major approaches to grammar. The course also revisits aspects of English grammar that many students might have learnt at some earlier stage, with the intention of encouraging fresh perspectives on usage. Enhancement of vocabulary also features among the course objectives.

Introducing Grammar (LH: 15)

What is grammar (the philosophy of grammar)? The importance of grammar Different approaches to grammar (traditional approach, communicative approach, transformational generative grammar) Grammar in speech and writing

Use and Application of Grammar (LH: 15)

Use of correct preposition Subject-verb agreement Use of upper and lower case Use of auxiliaries Question Tags Use of Punctuation Use of countable and uncountable Nouns

Sentences (LH: 5) Correction of errors Rewriting of sentences

Idioms and Vocabulary (LH: 10)

Use of Idioms Vocabulary (basic synonyms and antonyms) Vocabulary for specific purposes-trades and professions

COURSE OUTCOME:

It is believed that the course will help students develop fresh perspectives on grammar and the skills necessary for correct English usage.

SEMESTER II

MAJOR COURSE

ENGL2011: Plays, Novels, and Literary Terms [4 Cr, Full Marks: 75 (Theory: 60 + IA: 15), LH: 60 hrs]

COURSE OBJECTIVE:

The primary objective of this Major course is to encourage a close critical study of key thematic elements and stylistic features in select plays and novels, without studying these texts in their literary, political and socio-cultural contexts. The course is also designed to acquaint students with some of the terms related to poetry, drama and fiction which they may encounter in the later semesters during their study of literary texts.

Plays: (LH: 20) George Bernard Shaw: *Major Barbara* J. M. Synge: *Riders to the Sea*

Novels: (LH: 30) R. K. Narayan: *The Guide* Thomas Hardy: *The Mayor of Casterbridge*

Literary Terms (LH: 10)

Literary terms related to poetry: heroic couplet, image, symbol, caesura, blank verse, *carpe diem*

Literary terms related to drama:

soliloquy and aside, hamartia and hubris, conflict, comic relief, protagonist and antagonist, Freytag's Pyramid

Literary terms related to fiction:

story and plot, round character and flat character, point of view, stream-of-consciousness, foil, author and narrator

COURSE OUTCOME:

The course will equip students with the intellectual apparatus required to face the challenges of reading and interpreting literary texts. The acquaintance with some of the most frequently encountered literary terms will help them in the course of such reading and interpretation.

MINOR COURSE

ENGL2021: Plays and Novels [4 Cr, Full Marks: 75 (Theory: 60 + IA: 15), LH: 60 hrs]

COURSE OBJECTIVE:

The objective of this Minor course is to encourage students to recognize key thematic elements and stylistic features in select plays and novels, without studying these texts in their literary, political and socio-cultural contexts.

George Bernard Shaw: *Arms and the Man* (LH: 16) J. B. Priestley: *An Inspector Calls* (LH: 14) Ernest Hemingway: *The Old Man and the Sea* (LH: 12) R. K. Narayan: *Swami and Friends* (LH: 18)

COURSE OUTCOME:

The course will prepare students for a meaningful critical appreciation of plays and novels, and develop an understanding of how plays and novels employ different methods of telling stories.

INTERDISCIPLINARY COURSE

ENGL2031: Technical Writing [3 Cr, Full Marks: 50 (Theory: 40 + IA: 10), LH: 45 hrs]

COURSE OBJECTIVE:

Technical writing is a necessary requirement in many professions, and this course is designed to make students aware of the various forms of such writing. The objective is to equip students to face the challenges of technical writing in professional life.

Introducing Technical Writing (LH: 15)

What is technical writing? Difference between technical writing and other forms of writing Roles and responsibilities of technical writers Qualities and qualifications of technical writers

Forms and Styles of Technical Writing (LH: 30)

Styles in technical writing Forms of discourse, audience analysis, persuasion Grammar in technical writing, revising a written document Clarity, precision, coherence and logic in technical writing Collecting notes, writing summaries and drafts, writing minutes and resolutions of meeting Designing and reviewing documents Document formats, differences between hard and soft copy versions Web content writing Collaborative writing Professional Ethics, plagiarism, and copyright

COURSE OUTCOME:

It is expected that students emerging from this course will be capable of handling the demands and challenges of technical writing in the course of their professional careers in government and private sectors as well as in transactions of business.

ABILITY ENHANCEMENT COURSE (AEC)

<u>AEC2041: Functional English</u> [2 Cr, Full Marks: 50 (Theory: 40 + IA: 10), LH: 30 hrs]

COURSE OBJECTIVE:

The importance of functional English at the present moment cannot be over-emphasized. Recognizing this importance, the course seeks to acquaint students with the various uses of English in today's world, with particular focus on developing one's conversational and writing skills together with the ability to comprehend English speech and writing.

What is functional English? (LH: 1) Aims and objectives of functional English (LH: 1) Functional English and formal English/literary English (LH: 1) Types and modes of Communication (LH: 1) Language of communication (LH: 1) Conversational skills (LH: 1) Verbal and Non-verbal communication (LH: 1) Personal, social and business communication (LH: 1) Understanding English language films, songs, documentaries, news bulletins, sports commentaries (LH: 4) Comprehension skills (LH: 2) Paraphrasing difficult passages (LH: 2) Analysis and Interpretation (LH: 1) Writing for classified advertisements (LH: 2) Using idioms and phrases (LH: 2) One-word substitution (LH: 1) Figures of speech: simile, metaphor, irony, personification, hyperbole (LH: 3) Reading online content (LH: 1) George Bernard Shaw: "Spoken English and Broken English" (LH: 4)

COURSE OUTCOME:

Besides developing the student's ability to comprehend the English that one hears and reads, the course will also enhance the student's skills at using English in speech and in various forms of writing. Thus, the course shall fulfil to a large extent an intensely felt need in today's professional world.

SKILL ENHANCEMENT COURSE (SEC)

ENGL2051: Creative Writing [3 Cr, Full Marks: 50 (Theory: 40 + IA: 10), LH: 45 hrs]

COURSE OBJECTIVE:

This course seeks to make students conversant with various forms, principles and processes of creative writing, and, by doing so, encourage them to critically appreciate and practise such writing.

Introducing Creative Writing (LH: 5) What is creative writing? Types of writing: expository, descriptive, persuasive, narrative

Writing as Craft (LH: 11) The craft of writing: characteristics of good writing L. A. Hill: *Principles of Good Writing* (selections)

Poems (LH: 12) Poetry: figurative language, imagery, sensory details, rhyme, repetition William Wordsworth: "Daffodils"

Short Stories (LH: 12) Short story: theme, point of view, character, setting, plot O'Henry: "The Gift of the Magi"

Identification, with reasons, of the type and stylistic features of an unseen literary passage (LH: 5)

COURSE OUTCOME:

Students studying this course will emerge from it with an awareness of what constitutes creative writing in its various forms. In addition to that, students may feel encouraged to try their hand at creative writing themselves.

RECOMMENDED READING (please note that several of the books listed below are reprints)

SEMESTER I

MAJOR COURSE

ENGL1011: Introduction to Poetry and Prose

- J. A. Cuddon, Dictionary of Literary Terms and Literary Theory (Penguin, 2015).
- M. H. Abrams and Geoffrey Galt Harpham, *A Glossary of Literary Terms* (Cengage India, 2015).
- William Henry Hudson, *An Introduction to the Study of Literature* (Maple Press, 2012; Rupa, 2015).
- R. J. Rees, *English Literature: An Introduction for Foreign Readers* (Anubhav Publishers, 1972).
- Babette Deutsch, *Poetry Handbook: A Dictionary of Terms*, 4th ed. (HarperResource, 2009).
- Mary Oliver, *Poetry Handbook: A Prose Guide to Understanding and Writing Poetry* (Ecco, 1994).
- Allardyce Nicoll, *The Theory of Drama* (Benjamin Blom, 1966; Daoba House, 1998).
- E. M. Forster, *Aspects of the Novel* (Penguin, 2007).
- Francis Turner Palgrave, Golden Treasury (Oxford University Press, 1997).
- Margaret Ferguson, Tim Kendall and Mary Jo Salter (eds.), *The Norton Anthology of Poetry*, 6th ed. (W. W. Norton, 2018).
- David Norbrook and H. R. Woudhuysen (eds.), *The Penguin Book of Renaissance Verse* (Penguin, 1993).
- James Schiffer. Shakespeare's Sonnets: Critical Essays (Routledge, 1999).
- Helen Gardner, The Metaphysical Poets (Penguin, 1985).
- Jonathan Wordsworth (ed.), Penguin Book of Romantic Poetry (Penguin, 2005).
- David Wright (ed.), English Romantic Verse (Penguin, 1973).
- George Walter (ed.), The Penguin Book of First World War Poetry (Penguin, 2007).
- Tim Kendall (ed.), *Poetry of the First World War: An Anthology* (Oxford University Press, 2014).
- Sukanta Chaudhuri, *Bacon's Essays: A Selection* (Generic, 2015).
- Emrys Williams, A Book of English Essays (Penguin, 2000).
- Michael Thorpe, *Modern Prose: Stories, Essays and Sketches* (Oxford University Press, 1997).
- Sir Arthur Conan Doyle, *The Adventures of Sherlock Holmes* (Dover Publications, 2009).
- Bose and Sterling, *Elements of English Rhetoric and Prosody* (Chuckervertty and Chatterjee, 2021).

MINOR COURSE

ENGL1021: Poems, Essays and Short Stories, Rhetoric and Prosody

- J. A. Cuddon, *Dictionary of Literary Terms and Literary Theory* (Penguin, 2015).
- M. H. Abrams and Geoffrey Galt Harpham, *A Glossary of Literary Terms* (Cengage India, 2015).
- Chris Baldick, *The Oxford Dictionary of Literary Terms* (Oxford University Press, 2008).
- John McRae and Ronald Carter, *The Routledge History of Literature in English: Britain and Ireland* (Routledge, 2016)
- William Henry Hudson, *An Introduction to the Study of Literature* (Maple Press, 2012; Rupa, 2015).
- Ian Ousby, *The Wordsworth Companion to Literature in English* (Wordsworth Reference, 1994).
- Francis Turner Palgrave, Golden Treasury (Oxford University Press, 1997).
- Mary Oliver, *Poetry Handbook: A Prose Guide to Understanding and Writing Poetry* (Ecco, 1994).
- Margaret Ferguson, Tim Kendall and Mary Jo Salter (eds.), *The Norton Anthology of Poetry*, 6th ed. (W. W. Norton, 2018).
- David Norbrook and H. R. Woudhuysen (eds.), *The Penguin Book of Renaissance Verse* (Penguin, 1993).
- David Wright (ed.), English Romantic Verse (Penguin, 1973).
- Jonathan Wordsworth (ed.), Penguin Book of Romantic Poetry (Penguin, 2005).
- Tim Kendall (ed.), *Poetry of the First World War: An Anthology* (Oxford University Press, 2014).
- George Walter (ed.), The Penguin Book of First World War Poetry (Penguin, 2007).
- Emrys Williams, A Book of English Essays (Penguin, 2000).
- Michael Thorpe, *Modern Prose: Stories, Essays and Sketches* (Oxford University Press, 1997).
- Bose and Sterling, *Elements of English Rhetoric and Prosody* (Chuckervertty and Chatterjee, 2021).

INTERDISCIPLINARY COURSE

ENGL1031: Communication Skills

- Sanjay Kumar, Communication Skills (Oxford University Press, 2015).
- Gill Hasson, Brilliant Communication Skills (Pearson, 2014).
- John Adair, *Effective Communication* (Pan MacMillan, 2011).
- Konar Nira, Communication Skills for Professionals (PHI, 2011).
- Aruna Koneru, English Language Skills (McGraw Hill Education, 2011).
- Gopala Swamy Ramesh, *The Ace of Soft Skills: Attitude, Communication and Etiquette for Success* (Pearson, 2013).
- Stephen P. Robbins, Organizational Behaviour (Pearson, 2018).
- Barun K Mitra, *Personality Development and Soft Skills* (Oxford University Press, 2016).

SKILL ENHANCEMENT COURSE

ENGL1051: English Grammar and Vocabulary

- Martin Hewings, Advanced English Grammar (Cambridge University Press, 1999).
- D. S. Paul, Advanced English Grammar (Goodwill, 2022).
- Rodney Huddleston, *A Student's Introduction to English Grammar*. (Cambridge University Press, 2021).
- J. Thomson, *Practical English Grammar* (Oxford University Press, 1997).
- George Yule, Oxford Practice Grammar (Oxford University Press, 2019).
- Daphne M. Gulland, The Penguin Dictionary of English Idioms (Penguin, 2001).
- Martin Hewings, *Grammar and Vocabulary for Advanced* (Cambridge University Press, 2015).
- Donald Watson, *Advanced Vocabulary in Context* (Cambridge University Press, 2010).
- Michael McCarthy, English Vocabulary in Use (Cambridge University Press, 2017).

SEMESTER II

MAJOR COURSE

ENGL2011: Plays, Novels, and Literary Terms

- Henderson Archibald, *George Bernard Shaw: His Life and Works* (Hurst and Blackett, 1911).
- S.C. Sengupta, The Art of Bernard Shaw (N.M. Publisher, 1971).
- G. B. Shaw, *Major Barbara*. Ed. A.C. Ward (Longmans, 1958).
- C.B. Purdom, A Guide to the Plays of Bernard Shaw (Routledge, 2023).
- Harold, Bloom, (ed.), George Bernard Shaw's *Major Barbara* (Chelsea House Publishers, 1988).
- J. M. Synge, *Riders to the Sea and The Playboy of the Western World*. Ed. R. K. Kaul (Oxford University Press, 2003.
- Nicholas Grene, Synge: A Critical Study of the Plays (Macmillan, 1975).
- T.R. Henn (ed.), *The Plays and Poems of J.M. Synge*. (Methuen, 1968).
- Robert, Hogan and James Kilroy (eds.), *The Abbey Theatre: The Years of Synge*, 1905-1909 (The Dolmen Press, 1978).
- Percival Presland Howe, J.M. Synge: A Critical Study (Palala Press, 2016).
- Robin Skelton, The Writings of J.M. Synge (Bobbs Merrill, 1971).
- John Millington Synge, *The Aran Islands*. Edited with an introduction by Tim Robinson (Penguin, 1992).
- Alan Price, Synge and Anglo-Irish Drama (Methuen, 1961).
- Lionel P. Johnson, The Art of Thomas Hardy (Legare Street Press, 2022).
- Arthur Sydney McDollrall, *Thomas Hardy: A Critical Study* (Faber and Faber, 1931).
- Perry Meisel, *Thomas Hardy: The Return of the Repressed A Study of the Major Fiction* (Yale University Press, 1972).

- Richard L. Purdy, *Thomas Hardy: A Bibliographical Study* (Oxford University Press, 1954)
- R. K. Narayan, *The Guide* (Indian Thought Publications, 2010.
- Krishna Sen, Critical Essays on R.K. Narayan's The Guide (Orient Longman, 2004).
- Nandini Bhattacharya, *R. K. Narayan's The Guide: New Critical Perspectives* (Worldview Publications, 2004.).
- Bhagwat S Goyal (ed.), *R.K. Narayan: A Critical Spectrum* (Shalabh Book House, 1983).
- Alan L. McLeod, R.K. Narayan: Critical Perspectives (Sterling Publishers, 1994).
- William Walsh, *R.K. Narayan: A Critical Appreciation* (University of Chicago Press, 1982).
- M.H. Abrams & Geoffrey Galt Harpham, *A Handbook of Literary Terms* (Cengage Learning, 2015).
- J.A. Cuddon, A Dictionary of Literary Terms and Literary Theory (Penguin, 2015).
- Martin Gray, A Dictionary of Literary Terms (Pearson Education, 1992).

MINOR COURSE

ENGL2021: Plays and Novels

- G. B. Shaw, Arms and the Man. Ed. A. C. Ward (Orient BlackSwan, 2011).
- Archibald, Henderson, *George Bernard Shaw: His Life and Works* (Hurst and Blackett, 1911).
- C.B. Purdom, A Guide to the Plays of Bernard Shaw (Routledge, 2023).
- S.C. Sengupta, *The Art of Bernard Shaw* (N.M. Publisher, 1971).
- John Braine, J. B. Priestley (Barnes & Noble, 1979).
- Vincent Brome, J.B. Priestley (Hamish Hamilton, 1988).
- J.B. Priestley, Inspector Calls and Other Plays (Penguin Classics, 2000).
- Harold, Bloom (ed.), *Modern Critical Interpretations: Ernest Hemingway* (Chelsea House Press, 1999).
- Malcolm Bradbury, The Modern American Novel (Oxford University Press, 1992).
- Gerry Brenner, *The Old Man and the Sea: Story of a Common Man* (Twayne Publishers, 1991).
- Scott Donaldson (ed.), *The Cambridge Companion to Ernest Hemingway* (Cambridge University Press, 1996).
- Joseph M. Flora, *Ernest Hemingway: A Study of the Short Fiction* (Twayne Publishers, 1989).
- Lisa Tyler, Student Companion to Ernest Hemingway (Greenwood Press, 2001).
- Harold Bloom (ed.), The Old Man and the Sea (Viva Books 2007).
- Carlos Baker, Hemingway: The Writer as Artist (Princeton University Press, 1956).
- Alan L. McLeod, R.K. Narayan: Critical Perspectives (Sterling Publishers, 1994).
- R. K. Narayan, Swami and Friends (Indian Thought Publications, 1998).
- William Walsh, *R.K. Narayan: A Critical Appreciation* (University of Chicago Press, 1982).
- Harish Raizada, *R.K. Narayan: A Critical Study of his Works* (Young Asia Publications, 1969).

INTERDISCIPLINARY COURSE

ENGL2031: Technical Writing

- Sharon Gerson and Steven Gerson, *Technical Communication: Process and Product* (Pearson Education, 2014).
- Karl Owen Thompson, *Technical Exposition: A Textbook on the Application of Exposition to Technical Writing* (Legare Street Press, 2022).
- Adrian Wallwork, User Guides, Manuals, and Technical Writing: A Guide to Professional English (Springer, 2014).
- Joan Ramirez, *The Write Rules: Technical Writing/Presentation and English as a Second Language Guide* (Joan Regen, 2020)
- N.P. Sudharshana, C. Savitha, *English for Technical Communication* (Cambridge, 2017).
- Tsze Sun Li, *Practical English Writing in Technical Communication* (Universal Publishers, 2013)
- Lewis Lansford, *Tech Talk* (Oxford University Press, 2009).
- Gerald J. Alred, Walter E. Oliu and Charles T. Brusaw, *Handbook of Technical Writing* (Bedford, 2019).
- Janet Mizrahi, Web Content: A Writer's Guide (Business Expert Press, 2013).
- Lynda Felder, Writing for the Web: Creating Compelling Web Content Using Words, Pictures and Sounds (New Riders, 2011).

ABILITY ENHANCEMENT COURSE (AEC)

AEC2041: Functional English

- Graham Lock, *Functional English Grammar: An Introduction for Second Language Learners* (Cambridge University Press, 1996).
- Bikram K Das, Functional Grammar and Spoken and Written Communication in English: Student-friendly Edition (Orient Blackswan, 2006).
- Ramzi Marrouchi, Functional English for Potential Achievers (Scholars' Press, 2020).
- Caroline Coffin, Ann Hewings and Kieran O'Halloran (eds.), *Applying English Grammar: Functional and Corpus Approaches* (Routledge, 2014).
- Cortland L. Bovee and John V. Thill, *Business Communication Essentials* (Pearson Prentice Hall, 2010).
- Vathana Fenn, R. Brindha and P. Suganya, *English Workbook: Business English and Functional English* (Cengage Learning India, 2016).
- Matthukutty M. Monippally, *Business Communication: From Principles to Practice* (McGraw Hill, 2013).
- Girish Jain and Manzoor Moideen, *Decoding Communication: A Complete Handbook for Effective Communication* (Notion Press, 2021).
- Ben Francis and Dilys Parkinson, *Oxford Idioms: Dictionary for Learners of English* (Oxford, 2006).
- T. Sriraman (ed.), Macmillan College Prose (Laxmi Publications, 2015).

SKILL ENHANCEMENT COURSE (SEC)

ENGL2051: Creative Writing

- Anjana Neira Dev et al, *Creative Writing: A Beginner's Manual* (Pearson, 2009).
- Margaret A. Boden, *The Creative Mind: Myths and Mechanisms* (Routledge, 2004).
- David Morley, *The Cambridge Introduction to Creative Writing* (Cambridge University Press 2007).
- Linda Anderson (ed.), *Creative Writing: A Workbook with Readings* (Routledge, 2006).
- Paul Mills, The Routledge Creative Writing Coursebook (Routledge, 2006).
- Ailsa Cox, Writing Short Stories (Routledge, 2005).
- M. Zama, Prose for Our Times (Orient Longman, 2004).
- Mary Kinzie, A Poet's Guide to Writing Poetry (Chicago University Press, 1999).
- David Lodge, *The Practice of Writing* (Penguin, 1997).
- Willaim Packard, The Art of Poetry Writing (St. Martin's Press, 1992).
- O Henry, The Gift of the Magi and Other Short Stories (Dover Thrift, 2000).
- William Wordsworth, 'Daffodils' and Other Poems (Michael O'Mara, 2016).