

### TEACHING PLAN

SUBJECT : General English  
CLASS : B.A 1<sup>st</sup> Semester  
NAME OF THE PAPER : English Communication  
PAPER CODE : 101  
COURSE ON : Non-Fictional Prose

Unit No.	Content of Syllabus	Taught by	Marks
Unit - 1	Comprehension and Precis	Dr. H.P Das	20
Unit - 2	Letter Writing	Dr. H.P Das	20
Unit - 3	Note making/ Writing Memos/ Short Notes	P. L. Das	20
Unit - 4	Paragraph Writing and Report Writing	Dr. R.J Bhattacharjee	20
Unit - 5	Transcoding information from Charts, Graphs, Visuals etc.	S. Hussain	20



**HEAD**

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### TEACHING PLAN

SUBJECT : General English  
CLASS : B.A 3<sup>rd</sup> Semester  
NAME OF THE PAPER : General English III  
PAPER CODE : 301  
COURSE ON : Poetry and One Act Play

Unit No.	Content of Syllabus	Taught by	Marks
Unit-I Poetry	'We are Seven' by Wordsworth	Dr. H.P Das	25
	'Mending wall' by Robert Frost	P. L. Das	
	'To the Indians who Died in Africa' by Eliot	Dr. R.J Bhattacharjee	
	'A very Indian Poem in English' by Nissim Ezekial	S. Hussain	
Unit- II Poetry	'Ballad of the Landlord' by Langston Hughes	P. L. Das	25
	'The Wife's Tale' by Seamus Heaney	P. L. Das	
	'Wherever I Hang' by Grace Nichols	P. L. Das	
	'The River' by Derek Walcott	P. L. Das	
Unit -III One Act Play	'Proposal' by Anton Chekhov	Dr. H.P Das	30

HEAD


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### **TEACHING PLAN (CBCS)**

SUBJECT : English  
CLASS : B.A/ B. Com 1ST SEMESTER  
NAME OF THE PAPER : English Communication  
PAPER CODE : AECC 1(Ability Enhancement Compulsory Course)  
COURSE CODE : 10310

Unit No.	Content of Syllabus	Taught by	Marks
Unit - 1	Communication: Theory and Types: Theory of Communication, Types and modes of Communication (verbal and non- verbal), (spoken and written) - Personal, social and business - Barriers and Strategies -Intra-personal, Inter- personal and Group communication	Sazzad Hussain	20
Unit - 2	Speaking Skills: Monologue, Dialogue, Group Discussion, Effective Communication/ Mis-Communication, Interview, Public Speech	Dr. R. J. Bhattacharjee	20
Unit - 3	Reading and Understanding: Close Reading, Comprehension, Summary, Paraphrasing, Analysis and Interpretation, Translation, Literary/ Knowledge Text	Dr. H.P.Das	20
Unit - 4	Writing Skills: Document, Report Writing, Making Notes, Letter Writing	P.L Das	20



HEAD

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### TEACHING PLAN

SUBJECT : Alternative English  
CLASS : B.A 1<sup>st</sup> Semester  
NAME OF THE PAPER : Alternative English  
PAPER CODE : AECC II  
COURSE ON : Fiction and Short Stories

Unit no.	Content of syllabus	Taught by	Marks
Section I	1. The Doctrine of the Sword- M. K. Gandhi 2. Prospects of Democracy- B.R. Ambedkar 3. Spoken English and Broken English- G.B. Shaw	Sazzad Hussain	20
Section II	1. Mass Culture- M.V.C. Jeffreys 2. The Greek View of Life- G. L. Dickinson	Dr. R. J. Bhattacharjee	20
Section III	1. How much Land does a Man Need?- Leo Tolstoy 2. An Astrologer's Day- R. K. Narayan 3. An Unfinished Story- William Sydney Porter	Dr. H.P.Das	20
Section IV	1. The Dog of Tithwal- Saadat Hasan Manto 2. Soaba- Temsula Ao	P.L Das	20



HEAD

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NORTH LAKHIMPUR (ASSAM)

**TEACHING PLAN**

SUBJECT : General English (Non- Hons)  
CLASS : B.A/ B.Com 2<sup>nd</sup> Semester  
NAME OF THE PAPER : General English  
PAPER CODE : ENGG-2 / CC 201  
COURSE ON : Writing Skills

Unit No.	Content of Syllabus	Taught by	Marks
Unit - 1	Interview	Sazzad Hussain	15
Unit - 2	Feature article	Dr. R. J. Bhattacharjee	15
Unit - 3	Questionnaire/ Survey	Dr. H.P. Das	15
Unit - 4	Essay/Speech Writing	P.L. Das	15
Unit - 5	Report Writing	P.L. Das	10
Unit - 6	Dialogue Writing	Dr. H.P. Das	10

  
**HEAD**

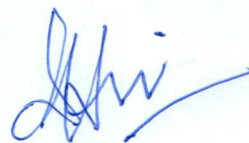
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**TEACHING PLAN**

Subject : **English: Writing Skills I**  
Class : **B.A/ B.Com 1<sup>st</sup> Semester**  
Name of the paper : **English: Writing Skills I**  
Paper code :  
Course On : **Writing Skills**

Unit No.	Content of Syllabus	Taught by	Marks
<b>SECTION I</b>	Diary Entry	Dr. H.P. Das	15
<b>SECTION II</b>	Paragraph Writing	Dr. R. J. Bhattacharjee	15
<b>SECTION III</b>	Summery/ Note Making	P.L. Das	15
<b>SECTION IV</b>	Formal and Informal Letter Writing	Dr. R. J. Bhattacharjee	15
<b>SECTION V</b>	CV/ Resume Writing	P.L. Das	10
<b>SECTION VI</b>	Book/ Film Reviews	Sazzad Hussain	10



**HEAD**

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**TEACHING PLAN**

SUBJECT : **Alternative English (CBCS, Non- Hons)**  
 CLASS : B.A/ B. Com 3<sup>rd</sup> Semester  
 NAME OF THE PAPER : **Alternative English**  
 PAPER CODE : CC 301  
 COURSE CODE : Poetry, Prose and Short Stories

Unit No.	Content of Syllabus	Taught by	Marks
<b>Unit – 1 Poetry</b>	‘London’ by William Blake	Dr. H. P. Das	20
	‘To Wordsworth’ by P.B. Shelley	Dr. H. P. Das	
	‘The Second Coming’ by W. B. Yeats	Dr. H. P. Das	
	‘Because I could not stop for Death’ by Emily Dickinson	Dr. H. P. Das	
	‘I, Too’ by Langston Hughes	P. L. Das	
	‘Hunger’ by Jayanta Mahapatra	P. L. Das	
	‘An Introduction’ by Kamala Das	P. L. Das	
	‘Gulzaman’s Son’ by Keki N. Daruwalla	P. L. Das	
<b>Unit – 2 Prose</b>	‘Reflections on Gandhi’ by George Orwell	Dr. R.J Bhattacharjee	30
	‘The World in a Wall’ by Gerald Durrel	Dr. R.J Bhattacharjee	
	‘Pilgrimage to Tawang’ by Verrier Elwin	Dr. R.J Bhattacharjee	
<b>Unit – 3 Short Stories</b>	‘The Cop and the Anthem’ by O’ Henry	S. Hussain	30
	‘The Yellow Wall -Paper’ by Charlotte Perkins Gilman	S. Hussain	
	‘The Jungle Major’ by Temsula Ao	S. Hussain	

  
**HEAD**

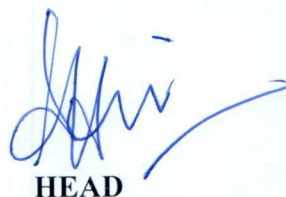
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NORTH LAKHIMPUR (ASSAM)**TEACHING PLAN**

SUBJECT : General English  
 CLASS : B.A 2<sup>nd</sup> Semester  
 NAME OF THE PAPER : English Communication  
 PAPER CODE : 201  
 COURSE ON : Fiction and Short Stories

Unit No.	Content of Syllabus	Taught by	Marks
Unit – I Short Stories	‘The Last Leaf’ by O’ Henry	Dr. H.P Das	40
	‘Under the Banyan Tree’ by R. K. Narayan	P. L. Das	
	‘An Indian in China’ by Vikram Seth	Dr. R.J Bhattacharjee	
Unit – II Prose	‘A Pilgrimage to Tawang’ by Verrier Elwin	S. Hussain	40
	‘Reflections on Gandhi’ by George Orwell	Dr. H.P Das	
	‘Our Picture of the Universe’ by Stephen Hawking	P. L. Das	



HEAD

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NORTH LAKHIMPUR (ASSAM)

**TEACHING PLAN**

SUBJECT : Alternative English  
CLASS : B.A 1<sup>st</sup> Semester  
NAME OF THE PAPER : Alternative English  
PAPER CODE :  
COURSE ON :

Unit No.	Content of Syllabus	Taught by	Marks
Unit - 1	'Sonnet 30' by Shakespeare	Dr. H. P. Das	20
	'On the Blindness' by Milton	Dr. H. P. Das	
	'The Solitary Reaper' by Wordsworth	Dr. H. P. Das	
Unit - 2	'Pied Beauty' by Hopkins	Dr. R. J. Bhattacharjee	20
	'Easter 1916' by Yeats	Dr. R. J. Bhattacharjee	
	'Hawk Roosting' by Ted Hughes	Dr. R. J. Bhattacharjee	
Unit - 3	'Song of Myself' by Whitman	S. Hussain	20
	'The River Merchant's Wife: A Letter' by Pound	S. Hussain	
	'Necessity', 'I too sing America' by Langston Hughes	S. Hussain	
Unit - 4	'The Breaded Fish' by Ramanujan	P.L Das	20
	'An Introduction' by Kamala Das	P.L Das	
	'Frogs and the Nightingales' by Vikram Seth	P.L Das	



**HEAD**

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**TEACHING PLAN**

SUBJECT : **Alternative English**  
CLASS : **B.A 2<sup>nd</sup> Semester**  
NAME OF THE PAPER : **Alternative English -II**  
PAPER CODE : **II**

Unit No.	Content of Syllabus	Taught by	Marks
Unit - 1	'The Secret of Work' by Swami Vivekananda	Dr. H. P. Das	22
	'The Importance of Original Thinking' by Sri Aurobindo	Dr. H. P. Das	
Unit - 2	'Film Making' by Satyajit Ray	S. Hussain	22
	'Playground' by Coetzee	P.L Das	
Unit - 3	'Beginnings' by V.S. Naipaul	Dr. R. J. Bhattacharjee	22
	'Books' by Amitabh Ghosh	Dr. R. J. Bhattacharjee	
Unit - 4	Critical appreciation of an unseen piece (Poetry/Prose)	P.L Das	14



**HEAD**

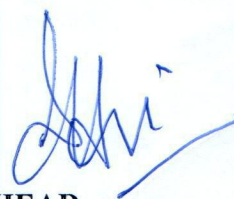
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### TEACHING PLAN

SUBJECT : **Alternative English**  
CLASS : B.A 3<sup>rd</sup> Semester  
NAME OF THE PAPER : **Alternative English**  
PAPER CODE : 401  
COURSE ON : Fiction and Short stories

Unit No.	Content of Syllabus	Taught by	Marks
Unit - 1	'Old Man and the Sea' by Hemingway	Dr. H. P. Das	30
Unit - 2	'A Wife's Letter' by Rabindranath Tagore	S. Hussain	25
	'Javni' by Raja Rao	Dr. R. J. Bhattacharjee	
Unit - 3	'Toba Tek Singh' by Sadat Hassan Manto	P.L Das	25
	'Kunti and Nishadin'	P.L Das	



**HEAD**

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### TEACHING PLAN

SUBJECT : Communication Skills  
CLASS : B.A 3<sup>rd</sup> Semester  
NAME OF THE PAPER : Communication Skills  
PAPER CODE : 301  
COURSE ON : Writing Skills and Communication Skills

Unit No.	Content of Syllabus	Taught by	Marks
Unit - 1	Essay Writing	Dr. H. P. Das	15
Unit - 2	Conversational English Dialogue Writing	Dr. R. J. Bhattacharjee	25
Unit - 3	Common Mistakes in English	P.L Das	20
Unit - 4	Grammar in Communication: Using Synonyms and Antonyms One word Substitution Framing Sentences Word Order/ Reordering jumbled Sentences to form a coherent paragraph	P.L Das	20



**HEAD**

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### TEACHING PLAN

SUBJECT : Alternative English  
CLASS : B.A 3<sup>rd</sup> Semester  
NAME OF THE PAPER : Alternative English - I  
PAPER CODE : 302  
COURSE ON : Business Communication and Fictional Prose

Unit No.	Content of Syllabus	Taught by	Marks
I	Writing a Business Letter	Dr. B. B. Behera	08
	Writing an Essay	Dr. B. B. Behera	10
II	Preparing a Business Report on some given subject/ area	Dr. B. B. Behera	08
	Transcoding Information from Charts, Graphs, Visuals etc	S. Hussain	06
	Writing Business/ Official Memos	Dr. B. B. Behera	08
III	'The Importance of Original Thinking' by Sri Aurobindo	S. Hussain	20
	'Function of Education' by J. Krishnamurthy	S. Hussain	
	'Film Making' by Satyajit Ray	S. Hussain	
IV	'Playground' by Coetzee	S. Hussain	20
	'Beginnings' by V.S. Naipaul	S. Hussain	
	'Books' by Amitabh Ghosh	S. Hussain	



HEAD

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**TEACHING PLAN**

SUBJECT : **Business Communication- I**  
CLASS : B. Com 1<sup>st</sup> Semester General  
NAME OF THE PAPER : **English Communication**  
PAPER CODE : BUCN 1  
COURSE CODE : 101

Unit No.	Content of Syllabus	Taught by	Marks
<b>Unit - 1</b>	Introducing Business Communication: Basic forms of communication; Communication models and processes; Effective communication; Theories of Communication; Audience analysis	Sazzad Hussain	20
<b>Unit - 2</b>	Corporate Communication: Formal and Informal communication networks; Grapevine, Miscommunication (Barriers); Improving communication	Dr. B.S. Behera	20
<b>Unit - 3</b>	Practice in Business communication, Group Discussion, Mock Interviews, Seminars, Effective Listening Exercises; Individual and Group presentations	Sazzad Hussain	20
<b>Unit - 4</b>	Business letters and Memo formats; Appearance request letters, Good news and Bad news Letters; Persuasive letters; Sales letters; Collection letters; Office Memorandum	Dr. B.S. Behera	20



**HEAD**

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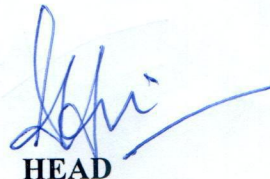


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**TEACHING PLAN**

SUBJECT : **Business Communication- I**  
CLASS : B. Com 1<sup>st</sup> Semester. General  
NAME OF THE PAPER : **Business Communication- I**  
PAPER CODE : BUCN 101  
COURSE CODE : 101

Unit No.	Content of Syllabus	Taught By	Marks
Unit-1	Introducing Business Communication: Basic forms of communication; Communication models and processes; Effective communication; Theories of Communication; Audience analysis	Sazzad Hussain	16
Unit-2	Corporate Communication: Formal and Informal communication networks; Grapevine, Miscommunication (Barriers); Improving communication	Dr. B.S. Behera	16
Unit-3	Oral Presentation: Principles of Oral Presentation, Factors affecting presentation, Sales Presentation, Training presentation, Conducting Surveys, Speeches to Motivate, Effective Presentation skills	Sazzad Hussain	16
Unit-4	Non-verbal aspects of Communicating Body Language: Kinesics, Proxemics, Para language, Effective listening, Principles of Effective listening; Factors listening exercises; Oral, Written and Video session.	Dr. B.S. Behera	16
Unit-5	Modern Forms of Communication: Fax; E-mail; Video conferencing etc. International Communication, Inter-cultural Communication, Inter-cultural factors in interactions; Adopting in Global business	Sazzad Hussain	16

  
**HEAD**

DEPARTMENT OF ENGLISH



### TEACHING PLAN

SUBJECT : **Business Communication- II**  
CLASS : B. Com 2<sup>nd</sup> Semester General  
NAME OF THE PAPER : **English Communication**  
PAPER CODE : BUCN V  
COURSE CODE : 201

Unit No.	Content of Syllabus	Taught by	Marks
Unit - 1	Report Writing: Introduction to a Proposal, Short Report and Formal Report, Report Preparation	Sazzad Hussain	20
Unit - 2	Oral Presentation: Principles of Oral Presentation, Factors effecting Presentation, Sales Presentation, Training Presentation, Conducting Surveys, Speeches to Motivate, Effective Presentation Skills	Dr. B.S. Behera	20
Unit - 3	Non-Verbal Aspects of Communicating Body Language: Kinesics, Proxemics, Para Language, Effective Listening, Principles of Effective Listening; Factors listening exercises; Oral, Written and Video Session	Sazzad Hussain	20
Unit - 4	Interviewing Skills: Appearing in Interviews; Conducting Interviews; Writing Resume and Letter of Application	Dr. B.S. Behera	20



HEAD



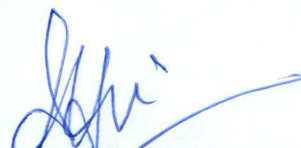
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**TEACHING PLAN**

SUBJECT : **Business Communication**  
CLASS : B. Com 1<sup>st</sup> Semester. General  
NAME OF THE PAPER : **Business Communication-I**  
PAPER CODE : BUCN 101  
COURSE CODE : 101

Unit No.	Content of Syllabus	Taught by	Marks
Unit - 1	Business Letters and Memo Formats; Appearance Request Letters, Business Letters; Persuasive Letters; Sales Letters; Collection Letters; Office Memorandum	Sazzad Hussain	16
Unit - 2	Writing Skills: Planning Business Messages, Rewriting and Editing, The First Draft, Reconstructing the Final Draft	Dr. B.S. Behera	16
Unit - 3	Report Writing: Introduction to a proposal, Short Report and Formal Report, Report Preparation	Sazzad Hussain	16
Unit - 4	Interviewing Skills: Appearing in Interviews; Conducting Interviews; Writing Resume and Letter of Application	Dr. B.S. Behera	16
Unit - 5	Group Discussion, Mock Interviews, Seminars, Effective Listening Exercises; Individual and Group Presentations	Sazzad Hussain	16



**HEAD**

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