

**Curriculum plan (Odd Semester 2021-22)**

**Teacher Name: Dr. Mukesh**

**Paper name: AECC THE METHODOLOGY OF COMMUNICATION Semester I**

**Class type: Lecture (4L)**

**Paper shared with: None**

<b>Unit to be taken</b>	<b>Month wise schedule to be followed</b>	<b>Tests/Assignments/ Revision/Presentations etc</b>
<b>Unit 1: Introduction</b> <b>Theory of Communication, Types and Modes of Communication</b>	December: Week I,II	Group Discussion
<b>Unit 2: Language of Communication</b> <ul style="list-style-type: none"> <li>• Verbal and non-verbal, Spoken and written</li> <li>• Personal communication</li> <li>• Social communication</li> <li>• Business communication</li> <li>• Barriers and Strategies</li> <li>• Intra-personal Communication</li> <li>• Inter-personal Communication</li> </ul> <b>Group Communication</b>	December: Week III, IV  January: Week I, II	Comprehension, Semi-Formal Public Letter, Translation Etc
<b>Unit 3: Speaking Skills</b> <ul style="list-style-type: none"> <li>• Monologue</li> <li>• Dialogue</li> <li>• Group Discussion</li> <li>• Effective Discussion</li> <li>• Mis-Communication</li> </ul> <b>Public Speech</b>	January: Week III,IV	Group Discussion, Monologue Writing, Public Speech, Inter Personal Dialogue
<b>Unit 4: Reading and Understanding</b> <ul style="list-style-type: none"> <li>• Close Reading</li> <li>• Comprehension</li> <li>• Summary</li> <li>• Paraphrasing</li> <li>• Analysis</li> </ul>	February Week I, II	Paraphrase, Comprehension, Analysis, Summary, Translation

<ul style="list-style-type: none"> <li>• <b>Interpretation</b></li> <li>• <b>Translation from Indian languages to English and vice versa</b></li> </ul> <b>Literary/Knowledge, Texts</b>		
<b>Unit 5: Writing Skills</b> <ul style="list-style-type: none"> <li>• <b>Documenting</b></li> <li>• <b>Report Writing</b></li> <li>• <b>Making notes</b></li> </ul> <b>Letter writing</b>	February : Week III,IV:  March : Week I	Report Writing, Notes Making

### References

1. *Ruskin Bond, 'The Eyes Have It'*
2. *Judy Brady, 'Why I Want a Wife'*
3. *[Anonymous], 'Women'*
4. *Hira Bansode, 'Bosom Friend'*
5. *Chief Smohalla, 'My Young Men Shall Not Work'*
6. *Robert Munsch, 'The Paper Bag Princess'*
7. *Emily Dickinson, 'Much Madness'*
8. *Jennifer Bartlett, John Lee Clark, Jim Ferris and Jillian Weise, from*
9. *'Disability and Poetry: An Exchange'*
10. *Bertolt Brecht, 'General, Your Tank is a Powerful Vehicle'*
11. *Sojourner Truth, 'Ain't I a Woman?'*
12. *John Lennon, 'Imagine'*
13. *Mrinal Pande, 'Girls'*
14. *Nizar Qabbani, 'A Lesson in Drawing'*
15. *Kate Chopin, 'Story of an Hour'*
16. *Robert Frost, 'Fire and Ice'*

