



**SMRJ Government College, Siwani (Bhiwani)**  
(Affiliated to Chaudhary Bansi Lal University, Bhiwani)

Session: 2024-25

**Lesson Plan**

(Department of English)



**Teacher:** Mr. Naveen  
Communication)

**Class:** B.A., B.Com, B.Sc, B.A. Geog. Honors (First Year)

**Semester:** 2<sup>nd</sup>

**Maximum Marks:** 50

**End Term Exam Marks:** 35

**Course Type & Title:** A.E.C.-2 (Business

**Course Code:** 24-U-ENG-AEC-201

**Credits:** 2

**Internal Assessment Marks:** 15

**Practical Marks:** NA

**Course Objectives:** To acquaint the students with various communication skills like; listening, speaking and writing.

**Course Outcomes:** After going through the course, a student is expected to:

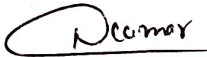
- To develop effective Business Communication Skills across various contexts.
- To enhance listening and speaking skills for professional life.
- To improve writing skills for correspondence and documentation.
- To master the use of digital tools for professional communication.
- To prepare for job interview and professional presentations.

Sr. No.	Week/Month, 2024	Unit/ Topic/ Chapter to be covered	Assignment/Test/ Remarks, if any
1	14.01.2025 to 18.01.2025	<b>General Introduction</b>	
2	20.01.2025 to 25.01.2025	<b>Unit –I</b> Business Communication, Cross Cultural Communication	<i>Assignment</i>
3	27.01.2025 to 01.02.2025	Developing Effective Listening and Speaking Skills	
4	03.02.2025 to 08.02.2025	Speaking Skills: Functions and Activities of PR	
5	10.02.2025 to 15.02.2025	Meeting in Office, Talks-Domain Specific, Meeting & Negotiation	
6	17.02.2025 to 22.02.2025	Job Interview, Business Interview, Promotion Interview	<i>Class Test</i>
7	24.02.2025 to 01.03.2025	Presentation Skills, Oral and PPT Presentation,	
8	03.03.2025 to 08.03.2025	Group Discussion, Motivational Talks, Telephonic Skills, Persuasion Skills	
9	17.03.2025 to 22.03.2025	<b>Unit-II</b> Writing Skills: Designing Advertisement, Invitation	
10	24.03.2025 to 29.03.2025	Poster Designing, Canvas, MS-Word, Coral	
11	31.03.2025 to 05.04.2025	Letter Writing, Business Letters, Job Application Letter	

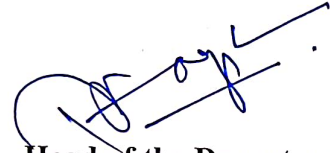
12	07.04.2025 to 12.04.2025	E-Mail, Blog Writing, Report Writing and its Types	<i>Mid Term Exam</i>
13	14.04.2025 to 19.04.2025	Job Oriented Skills, C.V., Resume	
14	21.04.2025 to 26.04.2025	Making Online Academic Work Profile, LinkedIn	
15	28.04.2025 to 30.04.2025	Memo, Office Order, Minutes of a Meeting	

**Recommended Books/ E resources/ LMS:**

- *Communication Skills*, OUP. Kumar Sanjay and Pushplata.
- *Business Communication*, Tata McGraw Hill. Sethi, Anjana & Bhavana Adhikari.
- *Business English*, Pearson Publication. Anjana Neira Dev. et al. etd. University of Delhi.



**Signature of the Teacher Concerned**



**Head of the Department**



## SMRJ Government College, Siwani (Bhiwani)

(Affiliated to Chaudhary Bansi Lal University, Bhiwani)

Session: 2024-25

### Lesson Plan

(Department of English)



**Teacher:** Mr. Naveen  
IV)  
**Class:** B.A. II  
**Semester:** 4<sup>th</sup>  
**Maximum Marks:** 100  
**End Term Exam Marks:** 80

**Course Type & Title:** C.C. (Language and Literature-IV)

**Course Code:** 20UENG04  
**Credits:** 4  
**Internal Assessment Marks:** 20  
**Practical Marks:** NA

**Course Objectives:** To enhance the linguistic and literary skills of the students by making them familiar with the important literary works in different genres like modern prose, poetry, basic rules of Phonetics and Writing Skills.

**Course Outcomes:** After going through the course, a student is expected to:

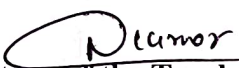
- Use communication skills like listening, speaking, reading and writing in day to day life.
- Read the texts critically and carefully.
- Be aware about certain moral and human values.
- Interpret and appreciate the aesthetic beauty of literary works.
- Pronounce the words correctly.

Sr. No.	Week/Month, 2024	Unit/ Topic/ Chapter to be covered	Assignment/Test/ Remarks, if any
1	01.01.2025 to 04.01.2025	<b>General Introduction</b>	
2	06.01.2025 to 11.01.2025	<b>Unit – I</b> Mulk Raj Anand: <i>The Gold Watch</i>	
3	13.01.2025 to 18.01.2025	Raja Rao: <i>A Client</i>	
4	20.01.2025 to 25.01.2025	Khushwant Singh: <i>Karma</i>	
5	27.01.2025 to 01.02.2025	Manohar Malgaonkar: <i>Upper Division Love</i>	
6	03.02.2025 to 08.02.2025	<b>Unit – II</b> William Shakespeare: <i>Sonnet XVIII</i>	
7	10.02.2025 to 15.02.2025	Alexander Pope: <i>Know Then Thyself</i>	<b>Class Test</b>
8	17.02.2025 to 22.02.2025	William Wordsworth: <i>The World is Too Much with Us</i>	

9	24.02.2025 to 01.03.2025	Sarojini Naidu: <i>The Bangle Sellers</i>	
10	03.03.2025 to 08.03.2025	<b>Unit – III</b> Basic Phonetics: Familiarity with English Sounds and Their Phonemic Symbols	
11	17.03.2025 to 22.03.2025	Transcription of Words Given in Vocabulary Section of the Textbook <i>Fragrances</i>	<i>Assignment</i>
12	24.03.2025 to 29.03.2025	<b>Unit – IV</b> Precis Writing	
13	31.03.2025 to 05.04.2025	Comprehension of Unseen Passage	
14	07.04.2025 to 12.04.2025	Translation	
15	14.04.2025 to 19.04.2025	<b>Revision of Unit - I</b>	
16	21.04.2025 to 26.04.2025	<b>Revision of Unit - II</b>	
17	28.04.2025 to 30.04.2025	<b>Revision of Unit - III</b>	

**Recommended Books/ E resources/ LMS:**

- *Short Stories of Yesterday and Today*, edited by Shiv K. Kumar, Oxford University Press, 2015
- *Fragrances: A Textbook of Poetry and Language Skills*, edited by Dinesh Kumar, et al, Orient Black Swan, 2015
- *High School English Grammar and Composition* by Wren & Martin, S Chand Publications
- *Practical English Usage* by Michael Swan, Oxford University Press, 2005
- *A Textbook of English Phonetics for Indian students* by T. Balasubramanian.

  
Signature of the Teacher Concerned

  
Head of the Department



## SMRJ Government College, Siwani (Bhiwani)

(Affiliated to Chaudhary Bansi Lal University, Bhiwani)

Session: 2024-2025

### Lesson Plan

(Department of English)



Teacher: Mr. Naveen  
Class: M.A. (Previous)  
Semester: 2<sup>nd</sup>  
Maximum Marks: 100  
End Term Exam Marks: 80

Course Type & Title: Literary Theory & Criticism-I  
Course Code: 23ENG203  
Credits: 4  
Internal Assessment Marks: 20  
Practical Marks: NA

**Course Outcomes:** After going through the course, a student is expected to:


- Develop an understanding of fundamental principles of literary theory and criticism.
- Develop an acquaintance with various theoretical and critical frameworks up to early 20<sup>th</sup> century.
- Develop a critical thought through the understanding of various literary theories in different eras.
- Interpret textual references by foregrounding critical concepts.

Sr. No.	Week/Month, 2024	Unit/ Topic/ Chapter to be covered	Assignment/Test/ Remarks, if any
1	01.01.2025 to 04.01.2025	Unit – I Aristotle: <i>Poetics</i>	
2	06.01.2025 to 11.01.2025	-Do-	
3	13.01.2025 to 18.01.2025	-Do-	
4	20.01.2025 to 25.01.2025	-Do-	Assignment
5	27.01.2025 to 01.02.2025	Unit – II William Wordsworth: <i>Preface to the Lyrical Ballads</i>	
6	03.02.2025 to 08.02.2025	-Do-	
7	10.02.2025 to 15.02.2025	-Do-	
8	17.02.2025 to 22.02.2025	-Do-	Class Test
9	24.02.2025 to 01.03.2025	Unit – III Matthew Arnold: <i>The Function of Criticism at the Present Time</i>	
10	03.03.2025 to 08.03.2025	-Do-	

11	17.03.2025 to 22.03.2025	Matthew Arnold: <i>The Study of Poetry</i>	
12	24.03.2025 to 29.03.2025	-Do-	
13	31.03.2025 to 05.04.2025	Unit – IV T.S. Eliot: <i>The Function of Criticism</i>	
14	07.04.2025 to 12.04.2025	-Do-	
15	14.04.2025 to 19.04.2025	Cleanth Brooks: <i>Irony as a Principle of Structure</i>	
16	21.04.2025 to 26.04.2025	-Do-	
17	28.04.2025 to 30.04.2025	-Do-	

**Recommended Books/E-Resources/LMS:**

- Abrams, M.H. *The Mirror and the Lamp: Romantic Theory and the Critical Tradition*. Oxford: OUP, 1971.
- Barry, Peter. *Beginning Theory: An Introduction to Literary Theory and Cultural Theory*. New Delhi: Viva Books, 2010.
- Brooks, Cleanth and W.K. Wimsatt. *A Short History of Literary Criticism*. New York: Random House, 2000.
- Gelber, Michael Werth. *The Just and The Lively: The Literary Criticism of John Dryden*. Manchester University Press, 1999.
- Wilfred L. Guerin, et. al. *A Handbook of Critical Approaches to Literature*. OUP. 2010.

  
Signature of the Teacher Concerned

  
Head of the Department



## SMRJ Government College, Siwani (Bhiwani)

(Affiliated to Chaudhary Bansi Lal University, Bhiwani)

Session: 2024-2025

### Lesson Plan

(Department of English)



Teacher: Mr. Naveen  
Class: M.A. (Final)  
Semester: 4<sup>th</sup>  
Maximum Marks: 100  
End Term Exam Marks: 80

Course Type & Title: Literature from the Margins  
Course Code: 23ENG402  
Credits: 4  
Internal Assessment Marks: 20  
Practical Marks: NA

**Course Outcomes:** After going through the course, a student is expected to:

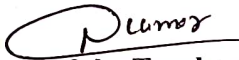
- Develop an understanding of understanding of marginalized voices and underrepresented communities in literature.
- Recognize the significance of marginalized narratives.
- Critically analyze social issues and power dynamics portrayed in marginalized texts.
- Evaluate the impact of marginalized literature.

Sr. No.	Week/Month, 2024	Unit/ Topic/ Chapter to be covered	Assignment/Test/ Remarks, if any
1	01.01.2025 to 04.01.2025	<b>Unit – I</b> Sharan Kumar Limbale: <i>Akkarmashi: The Outcaste</i>	
2	06.01.2025 to 11.01.2025	-Do-	
3	13.01.2025 to 18.01.2025	-Do-	
4	20.01.2025 to 25.01.2025	-Do-	<i>Assignment</i>
5	27.01.2025 to 01.02.2025	<b>Unit – II</b> Bama: <i>Sangati: Events</i>	
6	03.02.2025 to 08.02.2025	-Do-	
7	10.02.2025 to 15.02.2025	-Do-	
8	17.02.2025 to 22.02.2025	-Do-	
9	24.02.2025 to 01.03.2025	<b>Unit – III</b> Nalini Jameela: <i>The Autobiography of a Sex Worker</i>	<i>Class Test</i>
10	03.03.2025 to 08.03.2025	-Do-	

11	17.03.2025 to 22.03.2025	-Do-	
12	24.03.2025 to 29.03.2025	-Do-	
13	31.03.2025 to 05.04.2025	Unit – IV Mamang Dai: <i>A Diary of the World</i>	
14	07.04.2025 to 12.04.2025	-Do-	
15	14.04.2025 to 19.04.2025	Unit – IV Mamang Dai: <i>Daughters of the Village</i>	
16	21.04.2025 to 26.04.2025	-Do-	
17	28.04.2025 to 30.04.2025	-Do-	

**Recommended Books/E-Resources/LMS:**

- Abraham, Joshil K. and Judith Misrahi-Barak. *Dalit Literatures in India*. (Ed.) New Delhi: Routledge, 2016.
- Basu, Sawraj. *Readings on Dalit Identity: History, Literature and Religion*. New Delhi: Orient Black Swan, 2016.
- Gupta, Vanadana. *Mahasweta Devi: Critical Reading*, Creative Books, 2010.
- Jameela, Nalini. *The Autobiography of a Sex Worker*, Westland, 2008.
- Nagaraj, D. R. *The Flaming Feet and Other Essayas: The Dalit Movement in India*. Ranikhet: Permanent Black, 2010.
- Sinha, Archana and Alam, Mukhtar. *Dalit Muslims – Double Exclusion: a Study on the Dalit Muslim in Selected States of India*. Delhi: Indian Social Institute, 2010.

  
Signature of the Teacher Concerned

  
Head of the Department