



**FIRST-YEAR OF BACHELOR OF ARTS SKILL
ENHANCEMENT COURSE IN ENGLISH
REVISED SYLLABUS ACCORDING TO CBCS
NEP2020**

**COURSE TITLE: DEVELOPING SOFT SKILLS-I
SEMESTER-I, W.E.F. 2023-2024**

**RECOMMENDED BY THE BOARD OF STUDIES IN ENGLISH
AND**

APPROVED BY THE ACADEMIC COUNCIL

Devrukh Shikshan Prasarak Mandal's

Nya. Tatyasaheb Athalye Arts, Ved. S. R. Sapre Commerce and
Vid. Dadasaheb Pitre Science College (Autonomous), Devrukh.
Tal. Sangmeshwar, Dist. Ratnagiri-415804, Maharashtra, India

Academic Council Item No: _____

Name of the Implementing Institute	:	Nya. Tatyasaheb Athalye Arts, Ved. S. R. Sapre Commerce, and Vid. Dadasaheb Pitre Science College (Autonomous), Devrukh. Tal. Sangmeshwar, Dist. Ratnagiri-415804,
Name of the Parent University	:	University of Mumbai
Name of the Programme	:	Bachelor of Arts
Name of the Department	:	English
Name of the Class	:	First Year
Semester	:	First
No. of Credits	:	02
Title of the Course	:	Developing Soft Skills-I
Course Code	:	ENSE101
Name of the Vertical in adherence to NEP 2020	:	Skill Enhancement Course
Eligibility for Admission	:	Any 12 th Pass seeking Admission to Degree Programme in adherence to Rules and Regulations of the University of Mumbai and Government of Maharashtra
Passing Marks	:	40%
Mode of Assessment	:	Formative and Summative
Level	:	UG
Pattern of Marks Distribution for SSE and CIE	:	60:40
Status	:	NEP-CBCS
To be implemented from Academic Year	:	2023-2024
Ordinances /Regulations (if any)		

Nya. Tatyasaheb Athalye Arts, Ved. S. R. Sapre Commerce and Vid. Dadasaheb Pitre Science College, Devrukh (An Autonomous College Affiliated with University of Mumbai)

Syllabus for First Year of Bachelor of Arts in English

(With effect from the academic year 2023-2024)

SEMESTER-I

Paper No.–Paper – I

Course Title: Development Soft Skills-I

No. of Credits - 02

Type of Vertical: SEC

COURSE CODE: ENSE101

Learning Outcomes Based on BLOOM's Taxonomy:

After completing the course, the learner will be able to...

Course Learning Outcome No.	Blooms Taxonomy	Course Learning Outcome
CLO-01	Remember	To review various vocational skills
CLO-02	Understand	To understand the basics of vocational skills
CLO-03	Apply	To use various vocational skills in the proper context
CLO-04	Analyze	To identify and explain various platforms for his/her improvisation in skills
CLO-05	Evaluate	To develop all-pervasive approach towards his /her profession

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SEMESTER-I

Paper No.– Paper – I

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No. of Credits - 02

Type of Vertical: SEC

COURSE CODE: ENSE101

COURSE CONTENT			
Module No.	Content	Credits	No. of Lectures
1	Module: 1 <ul style="list-style-type: none"> ○ Introduction to Hard & Soft Skills ○ Interpersonal Skills: Teamwork, Leadership, Management, Communication ○ Telephone and Social Media Etiquettes 	01	08+15 =23
2	Module: 2 <ul style="list-style-type: none"> ○ Goal Setting (SWOT Analysis & Motivation) ○ Time Management ○ Health Management 	01	07+15=22
	Total	02	15+30 =45

Required Previous Knowledge

Basic Knowledge of audio-visual English and Knowledge of fundamentals of English Language Units is necessary before starting to learn the course.

Access to the Course

The course is available for all the students admitted for Bachelor of Arts as a Major or a minor. The students seeking admission in other disciplines may select the course as a minor considering the terms and conditions laid down by the University of Mumbai, the Government of Maharashtra, and the college, from time to time.

Methods of Assessment

The assessment pattern would be 60:40, 60% for Semester End Examination (SEE) and 40% for Continuous Internal Evaluation (CIE). The structure of the SEE and CIE would be as recommended by the Board of Studies and approved by the Board of Examination and the Academic Council of the college.

Media Resources:

1. Radio : AIR,BBC ,VoA
2. Newspapers in audio format: Indian Express, The Hindu, Times of India ,The Asian Age
3. Magazines in audio format: Any standard youth magazines (Indian)
4. TV- Standard TV news channels & entertainment channels
5. YouTube videos, Audio Books, Radio talks, Ted Talks, Motivational Talks on YouTube, etc.

Suggested Reading:

- *Spoken English- A Foundation Course Part A&B* by Kamlesh, Susheela Punitha
- *Speaking on Special Occasions* by Roger Mason
- *Speaking English Effectively* by Krishna Mohan, N.P. Singh
- *Embark: English for Undergraduates* by Steve Hart, Aravind R. Nair and Veena

Bhambhani

- *Writing with a Purpose* by Champa Tickoo and Jaya Sasikumar

Webliography:

- 1) <http://www.onestopenglish.com>
- 2) www.britishcouncil.org/learning-learn-english.htm
- 3) <http://www.teachingenglish.org.uk>
- 4) <http://www.usingenglish.com/>
- 5) Technical writing PDF (David McMurrey)
- 6) <http://www.bbc.co.uk/>
- 7) <http://www.pearsoned.co.uk/AboutUs/ELT/>

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- 8) <http://www.howisay.com/>
9) <http://www.thefreedictionary.com/>

Syllabus Committee:

- Mr. Diwakar A. Patankar : Chairman
Assist. Prof. Department of English
Athalye-Sapre-Pitre College, Devrukh
- Dr. Atul Y. Pitre : Vice Chancellor's Nominee, University of
Associate Professor, Department of English, Mumbai
Gogate-Jogalekar College, Ratnagiri
- Dr. Satish R. Ghadage : Other University Expert
Principal, Arts and Commerce College,
Nagthane, Dist.- Satara
- Dr. Prasanna A. Deshpande : Other University Expert
Assistant Professor, Department of English,
Fergusson College (Autonomous), Pune
- Dr. Laxman B. Patil : Invitee
Principal, Yashwantrao Chavan
Mahavidyalaya
Karmala
- Dr. Mahendra M. Kamat : Expert for Skill Courses
Associate Professor, Dept. of English,
Shri S. H. Kelkar College of Arts, Commerce
and Science, Devgad
- Mr. Amol Sardeshpande : Industry Expert
Owner and Director,
Ajramar Kokam Factory, Devrukh
- Dr. Varsha S. Phatak : The Staff of the same faculty, Co-Opt by the BoS
Assistant Professor & Head, Department of
Marathi, ASP College, Devrukh
- Miss. Shilpa M. More : Alumni, Co-Opt By the BoS
Asst. Teacher in English
Smt. Arundhati Arun Padhye School,
Devrukh

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