Sri Dev Suman Uttarakhand University
Badshahithaul (Tehri-Garhwal), Uttarakhand

Syllabus of English

for

SKILL ENHANCEMENT COURSE (SEC)

Approved by

Board of Studies

with effect from Educational Session: 2025-26

Department of English
Pt. L.M.S.University Campus, Rishikesh

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Sri Dev Suman Uttarakhand University
Badshahithaul (Tehri-Garhwal), Uttarakhand

NATIONAL EDUCATION POLICY- 2020

Syllabus of English for all
Affiliated Colleges and Campuses of Sri Dev Suman Uttarakhand University Badshahithaul, Tehri-Garhwal

for

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Department of English
Pt.L.M.S.S.D.S.U. University Campus, Rishikesh

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Syllabus of English

SKILL ENHANCEMENT COURSE (SEC)

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with effect from Educational Session: 2025-26

Syllabus of English for Sri Dev Suman Uttarakhand University (SDSUU) Badshahithoul, Tehri-Garhwal and its Affiliated Colleges w.e.f. Educational Session: 2025-26

Syllabus checked & modified by the following President/ Convener/Members of B.O.S. (Board of Studies) on 14.06.2025, Saturday

Sr. No.	Name	Designation & Institute	Designation in BOS	Signature
1	Prof. Dinesh Chandra Goswami	Dean, SDSUU, Tehri Garhwal Pt. L.M.S. University Campus, Rishikesh (U.K.)	Chairman/Dean Faculty of Arts	14.6.25
2	Prof. Hemant Kumar Shukla	H.O.D.-Department of English SDSUU, Tehri Garhwal, Pt. L.M.S. University Campus, Rishikesh (U.K.)	Convener	
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5	Dr. Parul Mishra	Asst. Professor, Department of English SDSUU, Tehri Garhwal, Pt. L.M.S. University Campus, Rishikesh (U.K.)	Member	

SKILL ENHANCEMENT COURSE (SEC)

SKILL ENHANCEMENT COURSE (SEC) PREPARED FOR THE POOL OF COURSES

	Paper Title	Semester	Theory/ Practical	Credits
Skill Enhancement Course (SEC)	**Public Speaking and Leadership Skills**	I	Theory/ Practical	2
Skill Enhancement Course (SEC)	**Creativity and Performances in Uttarakhand**	II	Theory/ Practical	2
Skill Enhancement Course (SEC)	**Academic Writing**	III	Theory/ Practical	2
Skill Enhancement Course (SEC)	**Editing and Proofreading**	IV	Theory/ Practical	2
Skill Enhancement Course (SEC)	**Language and Journalism**	V	Theory/ Practical	2
Skill Enhancement Course (SEC)	**Film Appreciation**	VI	Theory/ Practical	2

Department of English

SKILL ENHANCEMENT COURSE (SEC) –Public Speaking and Leadership Skills

No. of Hours-30

CREDIT DISTRIBUTION, ELIGIBILITY, AND PRE-REQUISITES OF THE COURSE

Course Title	Credits	Credit distribution of the Course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical/Practice		
SEC: Public Speaking and Leadership Skills	2	1	0	1	Class XII	

Semester I

Course Objective:

This course is designed to develop students' public speaking and leadership skills by focusing on effective speech delivery, persuasive communication, confidence-building, and leadership strategies. It will help students enhance their verbal and nonverbal communication in professional, academic, and public settings.

Course Outcomes:

By the end of this course, students will be able to:

- Develop effective communication and leadership skills through public speaking.
- Gain the ability to lead in various fields, act as responsible citizens, and apply leadership skills in future careers.
- Enhance critical thinking, assertiveness, and the ability to present constructive viewpoints using learned skills.

Module 1: Theory (15 Hours)

1. Introduction to Effective Communication, Oral Communication- Meaning & Importance
2. What is Speech? Overcoming Fear of Public Speaking, 3P's of Public Speaking (Preparation, Practice, Performance), Rhetoric Skills, Art of Informative & Persuasive Speaking
3. Leadership in Academic Life, Social Leadership and Political Leadership, Audience analysis, Audience Engagement
4. Importance of Public Speaking in Developing Leadership Skills, Ethics in Public Speaking & Leadership

Module 2: Practical (15 Hours)

1. Engaging with famous speeches: Swami Vivekananda's "Chicago Address", Abraham Lincoln's "Gettysburg Address", Martin Luther King Jr.'s "I Have a Dream", and identifying key elements, dissecting delivery styles, and participating in classroom discussions for deeper analysis.
2. Hands-on classroom practice in drafting compelling speeches, structuring arguments, and developing clarity in expression.
3. Learning the art of rhetoric through audio and video recordings of iconic speeches, practicing voice modulation, and body language for effective delivery.
4. Enhancing confidence and persuasion skills through intra-class speech competitions, extempore speaking, and structured group discussions.

Suggested Readings:

- *Public speaking: An audience-centred approach.* (8th ed., 2012) by S. A. Beebe, & S. J. Beebe.
- *Business communication: Developing leaders for a networked world* (international ed., 2014) by P Cardon.

Note:
Examination: Subject to the University's directions.

Department of English

SKILL ENHANCEMENT COURSE (SEC) – Creativity and Performances in Uttarakhand

No. of Hours-30

CREDIT DISTRIBUTION, ELIGIBILITY, AND PRE-REQUISITES OF THE COURSE

Course Title	Credits	Credit distribution of the Course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical/Practice		
SEC: Creativity and Performances in Uttarakhand	2	1	0	1	Class XII	

Semester II

Course Objective:

This course aims to introduce students to the linguistic and literary significance of Kumaoni and Garhwali folk traditions, highlighting their role in preserving regional heritage. It examines how folk theatre serves as a medium of cultural expression and identity, reflecting the social, historical, and artistic narratives of Uttarakhand. Additionally, the course focuses on developing students' analytical and practical skills, enabling them to critically engage with folk literature and performance through textual analysis, interpretation, and enactment.

Course Outcomes:

By the end of this course, students will be able to:

- Analyze the linguistic and literary aspects of Kumaoni and Garhwali folk narratives.
- Understand the socio-cultural and historical contexts of folk songs and theatre.
- Apply critical perspectives to folk performances within literary studies.
- Demonstrate engagement with folk literature through performance and analysis.

Module 1: Theory (15 Hours)

1. Introduction to folk Literature and performance, oral traditions and their significance in literature, folk theatre as a medium of cultural preservation
2. Study of folk theatre forms of Uttarakhand (Ramman, Hurkiya Baul), dramatic elements, and cultural themes
3. Oral storytelling techniques, symbolism, humour, and satire in folk theatre

Module 2: Practical (15 Hours)

1. Field visits to understand traditional performance practices and interaction with folk artists
2. Recording and transcribing folk performances.
3. Writing reflective notes on linguistic and cultural aspects
4. Group/Individual enactment of selected scenes from folk theatre

Suggested Reading:

- *Uttarakhand ki loksanskrti or Ranghmanch* by Ajeet panwar
- *Indian Folk Theatre* by Julia Hollander
- *Folk theatre of India* by Balwant Gargi
- *The Himalayan Saga: Nature, Culture and Literature* by Deepika Pant and Prashasti Joshi

Note:
Examination: Subject to the University's directions.

Department of English

SKILL ENHANCEMENT COURSE (SEC) –Academic Writing

No. of Hours-30

CREDIT DISTRIBUTION, ELIGIBILITY AND PRE-REQUISITES OF THE COURSE

Course Title	Credits	Credit distribution of the Course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical/Practice		
SEC: Academic Writing	2	1	0	1	Class XII	

Semester III

Course Objective:

This course aims to equip students with the essential skills of academic writing, focusing on clarity, structure, and coherence. It introduces the fundamentals of essay organization, and paragraph development while emphasizing research and citation practices to ensure academic integrity. Students will learn to write effectively for various academic purposes, including summaries, reports, and analytical essays, while mastering proper citation styles such as APA, MLA, and Chicago.

Course Outcomes:

After completing this course, students will be able to:

- Demonstrate an understanding of academic writing conventions and principles.
- Develop well-structured essays and research-based documents with clear arguments and logical coherence.
- Apply proper citation styles (APA, MLA, Chicago) and paraphrasing techniques to maintain academic integrity.
- Effectively summarize, analyze, and evaluate texts for academic and professional use.
- Improve writing through revision, peer feedback, and editing techniques.

Module 1: Theory (15 Hours)

1: Introduction to Academic Writing
2: The Structure of an Academic Essay: Introduction, Body, Conclusion
3: Citation Skills: Evaluating Sources, Citation Styles (APA, MLA, Chicago), Avoiding Plagiarism, and Paraphrasing Techniques
4: Writing for Different Academic Purposes: Summaries, Reports, and Book Reviews

Module 2: Practical (15 Hours)

1. Writing Exercises: Summaries, Reports, and Book Reviews

2. Referencing Practice (Using Citation Tools)
3. Revising and Editing Academic Texts
4. Peer Review and Feedback Sessions

Suggested Reading:

- *Academic and Research Writing: A Course for Undergraduates* (Orient BlackSwan) by K Samantray
- *A Course in Academic Writing* (New Delhi: Orient Blackswan, 2010) by Renu Gupta

Note:
Examination: Subject to the University's directions.

Department of English

SKILL ENHANCEMENT COURSE (SEC)– Editing and Proofreading

No. of Hours-30

CREDIT DISTRIBUTION, ELIGIBILITY AND PRE-REQUISITES OF THE COURSE

Course Title	Credits	Credit distribution of the Course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical/Practice		
SEC: Editing and Proofreading	2	1	0	1	Class XII	

Semester IV

Course Objective:

This course aims to introduce students to the basics of editing and proofreading, helping them develop a strong foundation in identifying and correcting errors in written texts. It focuses on improving grammar, punctuation, and sentence structure to enhance clarity and readability. Through hands-on practice, students will refine their skills in editing and proofreading various types of content.

Course Outcomes:

After completing this course, students will be able to:

- Identify and correct common grammatical, spelling, and punctuation errors.
- Edit and proofread texts for clarity, coherence, and consistency.
- Use standard proofreading symbols and editing conventions.
- Understand the role of an editor in different types of writing (academic, creative, business, and journalistic).
- Utilize digital tools for proofreading and editing.

Module 1: Theory (15 Hours)

1: What is Editing? What is Proofreading? Why Accuracy is Important, Common Writing Errors
2: Sentence Structure Mistakes, Correct Use of Punctuation, Spelling and Word Choice
3: Proofreading Skills: How to Spot Mistakes? Fixing Errors in Writing
4: Making Sentences Clear, Simple Editing Techniques, Using Digital Tools (MS Word, Grammarly)

Module 2: Practical (15 Hours)

1. Proofreading Practice
2. Editing Short Passages (Articles, Essays, Reports)
3. Peer Editing
4. Using Online Editing Tools

Suggested Reading:

- *Copy Editing: The Cambridge Handbook* (Cambridge University Press, 1975) by J Butcher
- *Copywriter's Handbook* (ISI Press 1984) by Nat C Bodian

Note:
Examination: Subject to the University's directions.

Department of English

SKILL ENHANCEMENT COURSE (SEC) –Language and Journalism

No. of Hours-30

CREDIT DISTRIBUTION, ELIGIBILITY, AND PRE-REQUISITES OF THE COURSE

Course Title	Credits	Credit distribution of the Course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical/Practice		
SEC: Language and Journalism	2	1	0	1	Class XII	

Semester V

Course Objective:

This course aims to develop students' skills in news writing, storytelling, and blending facts with creativity to produce engaging and informative content. It emphasizes enhancing observational and reporting abilities through fieldwork and in-depth interviews, enabling students to capture real-life narratives effectively. Additionally, students will refine their writing techniques by mastering the art of showing vs. telling, using dialogue effectively, and incorporating inner monologues in factual writing to create compelling and immersive stories.

Course Outcomes:

By the end of this course, students will be able to:

- Write clear, engaging, and well-structured news stories, obituaries, and digest reports.
- Conduct observational reporting and in-depth interviews while maintaining ethical integrity.
- Apply storytelling techniques to factual writing, including character development and scene-setting.
- Produce descriptive, interview-based, and scene-driven feature articles based on real-world observations.

Module 1: Theory (15 Hours)

1: News Writing, Storytelling, Scene, and Character, Blending Facts with Creativity, Writing Obituary, News Digest.
2: Observational Reporting and Fieldwork, Conducting In-Depth Interviews for Narrative Stories, Ethical Considerations
3: Writing Techniques: Showing vs. Telling, Using Dialogue and Inner Monologues in Factual Writing

Module 2: Practical (15 Hours)

1. Observational Writing Exercise: Visit a public place and write a descriptive piece.
2. Interview Assignment: Conduct an in-depth interview and write a narrative profile.
3. Write a scene-based feature on a local issue.

Suggested Reading:

- *Dynamics of Journalism and Art of Editing* (Cyber Tech Publications) by S.N. Chaturvedi
- *Public Interest Journalism: A Guide for Students* by Arvind Sivaramakrishnan
- *Introduction to Mass Communication* by A. Chawla.
- *Introduction to Communication Studies* (Routledge) by J. Fiske

Note:
Examination: Subject to the University's directions.

Department of English

SKILL ENHANCEMENT COURSE (SEC) –Film Appreciation

No. of Hours-30

CREDIT DISTRIBUTION, ELIGIBILITY, AND PRE-REQUISITES OF THE COURSE

Course Title	Credits	Credit distribution of the Course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical/Practice		
SEC: Film Appreciation	2	1	0	1	Class XII	

Semester VI

Course Objective:

This course provides students with a foundational understanding of cinema, including film history and visual storytelling. It aims to enhance film appreciation, critical analysis, and hands-on skills for students interested in media, storytelling, and visual arts.

Course Outcomes:

By the end of this course, students will be able to:

- Analyze cinema as an art form and cultural expression.
- Understand key film movements and Indian cinema history.
- Apply film language concepts in critique and analysis.
- Identify film genres and narrative styles.
- Develop basic filmmaking skills (scriptwriting and editing).
- Create and present a short film demonstrating visual storytelling.

Module 1: Theory (15 Hours)

1. What is cinema? The difference between film, video, and television, understanding film as an art form and a cultural product
2. Silent films to the digital era, the growth and development of Indian and Regional Cinema
3. Mise-en-scène: Setting, Lighting, Costume, Acting
4. Major film genres: Drama, Comedy, Thriller, Horror, Documentary

Module 2: Practical (15 Hours)

1. Film Appreciation and Review Writing
2. Basics of Scriptwriting and Storyboarding
3. Project: Short Film Presentation (Students create a short film (individual or group work)

Suggested Reading:

- *Film Genre: Theory & Criticism* by Barry Keith Grant
- *The Anatomy of Film* by Bernard F. Dick
- *How to Read a Film* by James Monaco

Note:
Examination: Subject to the University's directions.