

UNIVERSITY OF MUMBAI

No. UG/163 of 2016-17

CIRCULAR:-

A reference is invited to the Syllabi relating to the B.A. degree course **vide** this office Circular No.UG/154 of 2011 dated 20th June, 2011 and the Principals of the affiliated Colleges in Arts are hereby informed that the recommendation made by Board of Studies in English Literature at its meeting held on 29th June, 2016 has been accepted by the Academic Council at its meeting held on 14th July, 2016 **vide** item No.4.52 and that in accordance therewith, the revised syllabus as per the Choice Based Credit System for F.Y.B.A. in English (Introduction to Literature) (Sem. I & II), which is available on the University's web site (www.mu.ac.in) and that the same has been brought into force with effect from the academic year 2016-17.

MUMBAI – 400 032
/6 November, 2016


(Dr.M.A.Khan)
REGISTRAR

To,

The Principals of the affiliated Colleges in Arts.

A.C/4.52/14.07.2016

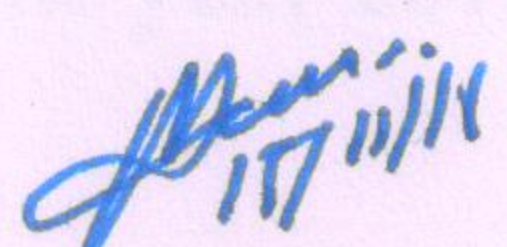
No. UG/163A of 2016

MUMBAI-400 032

/6 November, 2016

Copy forwarded with Compliments for information to:-

- 1) The Co-ordinator, faculties of Arts .
- 2) The Chairman, Board of Studies in English Literature.
- 3) The Professor-cum-Director, Institute of Distance & Open Learning
- 4) The Director, Board of College and University Development,
- 5) The Co-Ordinator, University Computerization Centre,
- 6) The Controller of Examinations.


(Dr.M.A.Khan)
REGISTRAR

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AC 14-07-2016

Item No. 4.52

UNIVERSITY OF MUMBAI



Syllabus for F.Y.B.A. in English (Optional) Elective

Program : B.A.

Course: Introduction to Literature

(Choice Based Credit System with effect from the academic year 2016-2017)

1. Syllabus as per Choice Based Credit System

- i) Name of the Programme** :B.A.
- ii) Course Code** : UAENG 101 AND UAENG 201
- iii) Course Title** :FYBA in English (Optional) Elective
Introduction to Literature Paper I (Semester I and II)
- iv) Semester wise Course Contents** :Enclosed the copy of the syllabus

Semester I - (Short Story & Novel)

Semester II – (Poetry & Drama)
- v) References and additional references** :Enclosed in the Syllabus
- vi) Credit structure** :No. of Credits per Semester - 03
- vii) No. of lectures per Unit** :15
- viii) No. of lectures per week** : 04
- 2 Scheme of Examination** : 5 Questions of 20 marks each
- 3 Special notes, if any** :No.
- 4 Eligibility, if any** :No.
- 5 Fee Structure** :As per University Structure
- 6 Special Ordinances / Resolutions, if any** : No.

Syllabus for FYBA English (Optional) Paper (100 Marks Examination Pattern)

Objectives of the Course:

- To acquaint students with the characteristics of various literary genres
- To develop analytical skills and critical thinking through close reading of literary texts
- To cultivate appreciation of language as an artistic medium and to help them understand the importance of forms, elements and style that shape literary works
- To enable students to understand that literature is an expression of human values within a historical and social context

Course Outcome: By the end of the course, a student should develop the ability:

- To write clearly, coherently and effectively about various genres of literature
- To recognize the culture and context of the work of literature
- To develop sensitivity to nature and fellow human beings

Semester One: Introduction to Literature – (Short Stories and Novel)	3Credits
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Total Lectures: 45

Unit 1: Terms:

15 Lectures

Section A : Elements of Novel and Short Story : Plot, Character, Setting, Narrative, Theme and Point of View

Section B : Types of Novel: Bildungsroman, Picaresque, Epistolary, Stream-of-Consciousness, Novel of Social Reality, Psychological Novel , Historical Novel, Science Fiction, Gothic Novel and Graphic Novel

Unit 2: Short Stories:

15 Lectures

O’Henry	:	“The Last Leaf”
H.H.Munro	:	“The Open Window”
Oscar Wilde	:	“ The Nightingale and the Rose”
Edgar Allan Poe	:	“The Tell-tale Heart”
Katherine Mansfield	:	“ The Doll’s House”

Kate Chopin : “The Story of an Hour”

Unit 3 : Novel:

Jane Austen: *Pride and Prejudice* **OR** Robert Louis Stevenson : *Dr. Jekyll and Mr. Hyde*

Evaluation:	First Semester End Examination Pattern	100 Marks : 3 Hours
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- Question 1: Short Notes on Unit 1
(2 short notes on Section A and 4 Short notes on Section B) (4 out of 6) : 20 Marks
- Question 2 Essay on Unit 2 (1 out of 2) : 20 Marks
- Question 3: Essay on Unit 3 (1 out of 2) : 20 Marks
- Question 4: Short Notes on Unit 2 (2 out of 4) : 20 Marks
- Question 5: Short Notes on Unit 3 (2 out of 4) : 20 Marks

Semester Two: Introduction to Literature – (Poetry and Drama) 3Credits

Total Lectures: 45

Unit 1: Terms: 15 Lectures

Section A : Types of Verse : Lyric, Elegy, Dramatic Monologue, Sonnet, Ballad, Epic, Satire, Ode

Section B : Types of Drama : Tragedy, Comedy, Farce, Melodrama, Verse Drama, Theatre of Absurd, Angry Young Man Drama

Unit 2: Poetry: 15 Lectures

Sonnet : William Shakespeare : Sonnet 1 “ From fairest creature we desire increase”

Satire : Oliver Goldsmith : “Elegy on the Death of a Mad Dog”

Ode : Keats : “Ode on a Grecian Urn”

Ballad : Thomas Campbell : “Lord Ullin’s Daughter”

Dramatic Monologue: Robert Browning : “The Last Ride”

Lyric: Robert Frost

: “Stopping by Woods on a Snowy Evening”

Unit 3: Play:

William Shakespeare: *Twelfth Night* **OR** Robert Bolt : *A Man for All Seasons* **15 Lectures**

Evaluation:	Second Semester End Examination Pattern	100 Marks	: 3 Hours
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- Question 1: Short Notes on Unit 1
(3 short notes on Section A and 3 Short notes on Section B) (4 out of 6) : 20 Marks
- Question 2 Essay on Unit 2 (1 out of 2) : 20 Marks
- Question 3: Essay on Unit 3 (1 out of 2) : 20 Marks
- Question 4: Short Notes on Unit 2 (2 out of 4) : 20 Marks
- Question 5: Short Notes on Unit 3 (2 out of 4) : 20 Marks

References :

- Abrams, M.H. *Glossary of Literary Terms*. India, Macmillan Publishers, 2000.
- Albert, E. *History of English Literature*, India, Oxford University Press, 2009.
- Athenian Society. *Drama, Its History*, England, Nabu Press, 2012.
- Auger , Peter. *The Anthem Glossary of Literary Terms and Theory* , India, Anthem Press, , 2011.
- Brooks, Cleanth and Warren, Robert Penn. *Understanding Fiction*, Printice Hall.
- Bennett, Andrew and Nicholas Royle. *Introduction to Literature Criticism and Theory*. Great Britain: Pearson Education Limited, 2004.
- Cavanagh, Dermot Alan Gillis, Michelle Keown, James Loxley and Randall Stevenson (Ed). *The Edinburgh Introduction to Studying Literature*. Edinburgh: Edinburgh University Press, 2010.
- Chakrabarti, Piyas. *Anthem Dictionary of Literary Terms and Theory*. Delhi: Anthem Press, 2006.
- Edmond Gore and Alexander Holmes. *What is Poetry?* England, Nabu Press, 2010.
- Ford, Boris. *The Pelican Guide to English Literature*, Volume I to X
- Forster , E M. *Aspects of the Novel*,(1954) London: Rosetta Books, 2002.

Fowler, Roger. (Ed.). *A Dictionary of Modern Critical Terms*. (Rev.Ed.) London: Routledge & Kegan Paul, 1987.

Gibson Arthur. *What is Literature*, Peter Lang Pub Inc, 2007.

Hudson, W.H., 2011, *An Outline History of English Literature*, India, G K Publishers Pvt. Ltd

McKeon, Michael. *Theory of the Novel: A Historical Approach*. Baltimore : John Hopkins University Press, 2000.

Prasad, B. . *Background of the Study of English Literature*, Chennai, Macmillan, 1999.

Rees, R.J. *English Literature : An Introduction to Foreign Readers*, New Delhi: Macmillan, 1982.

Turco , Lewis. *The Book of Literary Terms*, UK, University Press of New England, 1999.

Widdowson, Peter. *The Palgrave Guide to English Literature and its Contexts 1500-2000*, Hampshire: Palgrave, Macmillan, 2004

Syllabus Sub-Committee:

1. Dr. Deepa Mishra : Convener , CHM College, Ulhasnagar
2. Dr. Marie Fernandes : Member, St. Andrew's College, Bandra
3. Dr. Pearl Pastakia : Member, St. Xavier's College, Mumbai
4. Dr. Ambreen Kharbe : Member, G.M. Momin Women's College, Bhiwandi
5. Mr. Mahesh M. Deshmukh : Member, Sonopant Dandekar College, Palghar

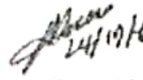
UNIVERSITY OF MUMBAI

No. UG/105 of 2016-17

CIRCULAR:-

A reference is invited to the Syllabi relating to the B.Com. degree programme vide this office Circular No. UG/144 of 2011 dated 14th June, 2011 the Principals of affiliated Colleges in Commerce are hereby informed that the approved by the Academic Council at its meeting held on 24th June, 2016 vide item No. 4.76 and that in accordance therewith, the revised syllabus as per Choice Based Credit System for B.Com. Program – Course Structure (Sem. I to VI), which is available on the University's web site (www.mu.ac.in) and that the same has been brought into force with effect from the academic year 2016-17.

MUMBAI – 400 032
October, 2016


(Dr.M.A. Khan)
REGISTRAR

To,

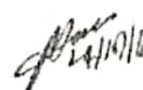
The Principals of affiliated Colleges in Commerce and the Heads of recognized Institutions concerned.

A.C/4.76 /24/06/2016

No. UG/105-A of 2016-17 MUMBAI-400 032 25 October, 2016

Copy forwarded with compliments for information to:-

- 1) The Dean, Faculty of Commerce,
- 2) The Director, Board of College and University Development,
- 3) The Controller of Examinations,
- 4) The Professor-cum- Director, Institute of Distance and Open Learning (IDOL),
- 5) The Co-Ordinator, University Computerization Centre.


(Dr.M.A. Khan)
REGISTRAR

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*Revised Syllabus of Courses of B.Com. Programme at Semester I
with Effect from the Academic Year 2016-2017*

Ability Enhancement Courses (AEC)

4. Business Communication I

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Theory of Communication	10
2	Obstacles to Communication in Business World	10
3	Business Correspondence	12
4	Language and Writing Skills	13
Total		45

Note:

*(One tutorial per batch per week in addition to number of lectures stated above
batch size as per the University norms)*

Sr. No.	Modules / Units
1	<p>Theory of Communication</p> <p>Concept of Communication: Meaning, Definition, Process, Need, Feedback Emergence of Communication as a key concept in the Corporate and Global world Impact of technological advancements on Communication</p> <p>Channels and Objectives of Communication: Channels- Formal and Informal- Vertical, Horizontal, Diagonal, Grapevine</p> <p>Objectives of Communication: Information, Advice, Order and Instruction, Persuasion, Motivation, Education, Warning, and Boosting the Morale of Employees (A brief introduction to these objectives to be given)</p> <p>Methods and Modes of Communication:</p> <p>Methods: Verbal and Nonverbal, Characteristics of Verbal Communication Characteristics of Non-verbal Communication, Business Etiquette</p> <p>Modes: Telephone and SMS Communication 3 (General introduction to Telegram to be given) Facsimile Communication [Fax]</p> <p>Computers and E- communication Video and Satellite Conferencing</p>
2	<p>Obstacles to Communication in Business World</p> <p>Problems in Communication / Barriers to Communication: Physical/ Semantic/Language / Socio-Cultural / Psychological / Barriers, Ways to Overcome these Barriers</p> <p>Listening: Importance of Listening Skills, Cultivating good Listening Skills – 4</p> <p>Introduction to Business Ethics:</p> <p>Concept and Interpretation, Importance of Business Ethics, Personal Integrity at the workplace, Business Ethics and media, Computer Ethics, Corporate Social Responsibility</p> <p>Teachers can adopt a case study approach and address issues such as the following so as to orient and sensitize the student community to actual business practices:</p> <p>Surrogate Advertising, Patents and Intellectual Property Rights, Dumping of Medical/E-waste,</p> <p>Human Rights Violations and Discrimination on the basis of gender, race, caste, religion, appearance and sexual orientation at the workplace</p> <p>Piracy, Insurance, Child Labour</p>
3	<p>Business Correspondence</p> <p>Theory of Business Letter Writing:</p> <p>Parts, Structure, Layouts—Full Block, Modified Block, Semi - Block Principles of Effective Letter Writing, Principles of effective Email Writing,</p> <p>Personnel Correspondence:</p> <p>Statement of Purpose, Job Application Letter and Resume, Letter of Acceptance of Job Offer, Letter of Resignation</p> <p>[Letter of Appointment, Promotion and Termination, Letter of Recommendation (to be taught but not to be tested in the examination)]</p>

Sr. No.	Modules / Units
4	<p data-bbox="193 277 638 353">Language and Writing Skills</p> <p data-bbox="193 344 1013 434">Commercial Terms used in Business Communication</p> <p data-bbox="193 389 491 456">Paragraph Writing: Developing an idea, using appropriate linking devices, etc Cohesion and Coherence, self-editing, etc [Interpretation of technical data, Composition on a given situation, a short informal report etc.]</p> <p data-bbox="193 591 316 645">Activities</p> <ul data-bbox="140 658 1490 1039" style="list-style-type: none"> ▪ Listening Comprehension ▪ Remedial Teaching ▪ Speaking Skills: Presenting a News Item, Dialogue and Speeches ▪ Paragraph Writing: Preparation of the first draft, Revision and Self – Editing, Rules of spelling. ▪ Reading Comprehension: Analysis of texts from the fields of Commerce and Management