



MADURAI KAMARAJ UNIVERSITY

(University with Potential for Excellence)

Re-accredited by NAAC with 'A' Grade in the 3rd Cycle



Prof. Dr. V. Chinniah, M.Com., M.B.A., M.Phil., B.L., Ph.D.,
Registrar

Palkalai Nagar, Madurai – 625 021,
Tamil Nadu, India.

Ref.B1/BoS/M.A. English/2018

08.10.2018

To

The Principals of all non-autonomous Colleges
Affiliated to Madurai Kamaraj University [offering M.A. English (Semester) Course]

Sir / Madam,

Sub.: M.A. English (Semester) Course under CBCS Pattern vide Appendix BW –
Modified scheme of examination (inclusion of NME Paper in Semester-III) –
intimated – reg.

Ref.: Letter received from the Chairman, Board of Studies in English (PG).
Dt. 25.09.2018.

With reference to the letter cited above, I am to inform you that the paper entitled 'English for Effective Oral Communication – Level I' is to be replaced with 'Communicative English for Career Development' as NME paper in Semester-III (3 credits) and the title of the paper alone 'English for Effective Oral Communication – Level II' in Semester-IV is to be changed as 'English for Effective Oral Communication' with 2 credits.

The modified scheme of examinations and syllabus for the said NME paper as suggested by the Chairman, Board of Studies in English (PG) will be implemented with immediate effect. A copy of the same is enclosed herewith.

Therefore, I request you to kindly bring this to the notice of the concerned staff and students of your College.

Yours faithfully,

REGISTRAR

Encl.: as above

Copy to

1. The Controller of Examinations
2. The Senior Deputy Registrar, Strong Room
3. The Assistant Registrar, P.G. Semester Section
4. The Supdt. P.G. Semester Section
5. The Assistant Registrar, Confidential Section
6. The Supdt. Confidential Section

IN SEMESTER-IV

ENGLISH FOR EFFECTIVE ORAL COMMUNICATION (2 CREDITS)

UNIT-I

Strategy for Effective Communication
Types of Communication Networks
Use of the Seven C's of Communication
Communicating in a Team
Body Language – Introduction to Psychology

UNIT-II

Problem-Solving: An Introduction
Problem-Solving Procedure
Skills Required for Problem-Solving
Problem-Solving in Groups
Team Building – Conflict Resolution

UNIT-III

Presentation Skills-Seminar & Workshop
Making Lively Presentation
Delivering the Presentation Effectively
Effective use of Power Point Presentation
Stress Management – Emotional Intelligence
Trust – Friendship – Leadership

UNIT-IV

Ensuring and Enriching One's Vocabulary
Vocabulary Enrichment
Synonyms and Antonyms
Polysemy and Homonyms
Resolving Interpersonal Conflicts - Negotiating

UNIT – V

Use of Idioms for Effective communication
Use of Phrasal Verbs
Use of One-Word Substitute
Use of Proverbial Saying for Effective Oral Communication
Self – Esteem Theories
Mental Health – Strength & Weakness
Personality Development & Holistic Personality

Recommended Read'up

1. Ravindranathan S., English for Effective Oral Communication , Chennai: Emerald Publishers,2011.
2. Sen, Leena. Communication Skills, Delhi: PH1 Learning Ltd, 2014
3. Kavitha.S English Employability Chennai : New Century Book House,2011.



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Registrar

Palkalai Nagar, Madurai – 625 021,
Tamil Nadu, India.

Ref.: B1/BoS/PG/Englsih/Syllabus/2019

Date: 05-03-2019

To

All the Principals of Non-Autonomous Colleges
Affiliated to Madurai Kamaraj University
(offering M.A. English under CBCS semester pattern)

Sir / Madam,

Sub: To correct the some errors found in the the syllabus of M.A. English –
Appendix– BW (Page No.2432) of Acadmic Council dated 26-03-2018
– intimated - reg.

Ref: Letter received from Dr. S. Chelliah, Chairman, Board of Studies in
English (PG) dated 27-02-2019.

With reference to the letter cited, I am to inform you that in the syllabus of
Indian Diasporic Fiction (or) Women's writing, the Major Subject Elective paper for
M.A. Englsih - Unit – 4 of Paper – V may be replaced as **Chitra Banerjee Divakaruni – The
Palace of Illusion**, henceforth.

I request that this may be informed to the concerned staff and the students of
your College, accordingly.

Yours faithfully,

REGISTRAR.

dmj
05/03/19
5/3/19
5/3/19

Encl.: As above

Copy to:

1. The Controller of Examinations
2. The Assistant Registrar / Deputy Registrar / SDR, Strong Room
3. The Assistant Registrar / Deputy Registrar, Confidential
4. The Assistant Registrar / Deputy Registrar, PG Courses
5. The Superintendent / Sr. Superintendent - M.A. Semester
6. The Superintendent / Sr. Superintendent - Confidential Section