

## **ADD-ON COURSES OFFERED BY DEPARTMENT OF ENGLISH**

### **PLASSEY COLLEGE**

**Course Co-ordinator:** Chandan Barman

**Eligibility Criteria:** Must be a current student of Plassey College

**Course Duration :** 45 Days ( 30 hours)

Duration of the semesters shall be for

Content Writing: July – August

Creative Nonfiction Writing: July-August

Public Speaking: November- December

Presentation Skill: December- January

Religious Studies: February- March

Story Telling: April-May

#### **Course Detail:**

Each course offered will have two components associated with teaching learning process namely, (i) Lecture (ii) Practical

**ATTENDENCE:** A student is required to attend all classes. A candidate shall be allowed to appear at any course-en examinations if he/she has attended 75% or above in lectures/practical/ classes.

#### **Evaluation:**

The evaluation scheme for each course shall contain two parts: (a) Written Test (b) Practical

**Seat Capacity:** 100

**Admission Procedure:** First Come First Served basis

Candidates should submit the hard copy of the filled up form within 7 days from the date of publication of the notice to the Course Co-ordinator during college hours.

**GRADING & DIVISION:** Based on the grades earned, a grade certificate shall be issued to all the registered students after the course.

<b>PERFORMANCE</b>	<b>SCORE ON 100% POINTS</b>	<b>LETTER GRADE</b>
Outstanding	90 to 100	A+
Excellent	80 to < 90	A
Very Good	70 to <80	B+
Good	50 to <70	B
Average/Pass	40 to <50	C
Fail	Below 40	D

**Form for Admission to Add-on course**

**Department of English**

**Plassey College**

**Name of Course Applied for with Course Code :**

**Name of the student:**

**Class/ Semester:**

**Roll No:**

**Phone No:**

**Email-Id:**

**Father's Name:**

**Address:**

**Major Subject:**

**Minor Subjects:**

**Declaration:**

I .....state that I shall abide by the rules and regulations of the course offered by the Department of English, Plassey College.

Date:

**Signature of the Candidate**

Place:

**COURSE NAME: CONTENT WRITING**

**Course Code: CNTW**

SERIAL	COURSE TITLE	TEXTS/CONTENTS	DURATION
Unit 1	Setting goals/ strategy	(a)set content goals (b)set your content strategy (c)Doing topic research	7 hrs
Unit 2	Content material	a) keyword outline b) create a content outline	7 hrs
Unit 3	Writing styles	a) use of common/ figurative language b) use of links effectively	7 hrs
Unit 4	Editing	a) Re-arranging materials b) Maintaining logical sequence c) formatting.	7 hrs
Unit 5	Practical		2 hrs

**COURSE NAME: STORY TELLING**

**Course Code: STL**

SERIAL	COURSE TITLE	TEXTS/CONTENTS	DURATION
Unit 1	Knowing design	a) Identifying steps of storytelling b) Brainstorming	5 hrs
Unit 2	Style	a) Knowing the art of storytelling b) Body language	5 hrs
Unit 3	Outline	a) building an effective narrative b) write the first draft c) developing critical thinking	6 hrs
Unit 4	Editing	revise and edit your story	5 hrs
Unit 5	Transmedia Storytelling	a) Narrative worlds, b) emerging technologies of storytelling c) knowing global audiences	6 hrs
Unit 6	Practical		3 hrs

**COURSE NAME: Creative Nonfiction Writing**

**Course Code: CRNW**

SERIAL	COURSE TITLE	TEXTS/CONTENTS	DURATION
UNIT 1	Knowing character	a) concept of character b) research c) creating compelling character	7 hrs
UNIT 2	Knowing audience	a) know your audience b) researching c) researching creative non-fiction	7 hrs
UNIT 3	Writing stories	a) outline b) writing great beginnings c) finding the story d) concept of narrative	7 hrs
UNIT 3	Writing styles	a) setting b) style c) use of literary devices	7 hrs
UNIT 4	Practical		2 hrs

**Course Name: Public Speaking**

**Course Code: PBSP**

SERIAL	COURSE TITLE	TEXTS/CONTENTS	DURATION
UNIT 1	Understanding speech	a) Introduction to public speaking b) selecting a particular topic c) use of common language d) use of natural medium of sound knowledge on vocabulary and rhetoric	7 hrs
UNIT 2	Making ideas compelling and memorable	a) selecting an eye catching title of your speech b) outlining and flowing your topic c) make a short presentation d) key point overview e) analyzing other speech	7 hrs
UNIT 3	Illustrating and delivering ideas	a) illustrating your key point concisely b) use of suitable example during illustration c) highlighting speech structure d) conclusions	7 hrs
UNIT 4	Developing great delivery	a) Overcoming your public fear b) breath control c) pitch d) body language e) gesture f) dealing with difficult situation g) miscellaneous	7 hrs
Unit 5	Practical	Presentation	2 hrs

**Course Name: Presentation Skill**

**Course Code: PRS**

Unit	COURSE TITLE	TEXTS/CONTENTS	DURATION
UNIT 1	Knowing your audience	a) through social media or survey or by asking the event organisers for the details about the audience to understand their interests, expectations etc.	5 hrs
UNIT 2	Story telling	a) start with a clear message b) create relatable characters c) use of common language d) incorporate humour e) use of visual aids	5hrs
UNIT 3	Body language	a) making eye contact b) use of hand gestures c) standing up straight d) avoiding fidgeting	5 hrs
UNIT 4	Voice and tone	a) speaking with intention b) use of pitch to convey emotion c) use of your volume d) pa use of for emphasis	4 hrs
UNIT 5	Engaging your audience	a) use of audience participation b) use of visual aids c) use of humour d) askind question	5 hrs
UNIT 6	Handling questions and feed back	a) listening carefully b) repeating the question c) use of real-life examples d) being honest	4 hrs
UNIT 7	Practical	Presentation	2 hrs



**Course Name: Religious Studies 1**

**Course Code: RLS**

Unit	COURSE TITLE	TEXTS/CONTENTS	DURATION
UNIT 1	Knowing religion	a) knowing what religion is	3 hrs
UNIT 2	View of great persons regarding religion	a) View of swami Vivekanada regarding Religion b) View of Gandhi regarding religion c) View of Tagore Regarding religion	9 hrs
UNIT 3	Knowing great religios persons/ prophets/ reformers	a) Knowing teachings of Christ b) Knowing teachings of Krishna c) Knowing teachings of Buddha d) Knowing teachings of Mohammad	12 hrs
UNIT 4	Religios Philosophies	a) Knowing concept of Soul in Vedanta b) Knowing <i>Karmabad</i> in the <i>Gita</i> c) Knowing Anatma/No Self in Buddhism	6 hrs