

Semester 1

(2 Credit Course)

Unit 1

Selections from *The Individual and Society: Poems, Essays and Stories*

- B R Ambedkar: 'Who Were the Shudras?'
- Eunice D Souza : 'Marriages Are Made'
- Sa'adat Hasan Manto: 'The Dog of Tetwal'

Unit 2

English Phonetics:

- Consonants : Sounds and Transcription
- Vowels: Monophthongs and Diphthongs; Sounds and Transcription.

Communication:

- Process of Communication.
- Levels of Communication: Extrapersonal, Intrapersonal, Interpersonal, Organizational and Mass Communication.
- Flow of Communication: Vertical, Horizontal and Diagonal Communication.
- Non Verbal Communication: *Kinesics, Proxemics, Chronemics*.
- Barriers to Communication: Intrapersonal, Interpersonal and Organizational Barriers.

Tutorial:

- Enlist the **sounds of English language** with four to six examples for each.
- Transcribe the following words:

<i>Angle</i>	<i>Angel</i>		
<i>Hair</i>	<i>Here</i>	<i>Hare</i>	
<i>Air</i>	<i>Ear</i>	<i>Heir</i>	
<i>Caught</i>	<i>Cot</i>	<i>Court</i>	
<i>Clerk</i>	<i>Sharp</i>	<i>Harp</i>	
<i>Arm</i>	<i>Harm</i>	<i>Farm</i>	<i>car</i>
<i>Horse</i>	<i>Hoarse</i>	<i>Horn</i>	

Books Recommended:

- J.D.O' Connor: *Better English Pronunciation*, CUP.
- Daniel Jones: *Cambridge English Pronouncing Dictionary*, CUP.
- *Technical Communication: Principles and Practice*. Edited by Meenakshi Raman and Sangeeta Sharma, OUP.