

PARUL UNIVERSITY - FACULTY OF ARTS

Department of Arts - M.Arts

SYLLABUS FOR 4th Sem M.ARTS PROGRAMME

Life Enrichment (15201283)

Type of Course: M.ARTS

Prerequisite: Knowledge of LSRW of English Language.

Rationale: Learning Life Enrichment is essential for progressive professional and personal life.

Teaching and Examination Scheme:

Teaching Scheme			Credit	Examination Scheme					Total
Lect Hrs/ Week	Tut Hrs/ Week	Lab Hrs/ Week		External		Internal			
				T	P	T	CE	P	
3	0	0	3	60	-	20	20	-	100

Lect - Lecture, Tut - Tutorial, Lab - Lab, T - Theory, P - Practical, CE - CE, T - Theory, P - Practical

Contents:

Sr.	Topic	Weightage	Teaching Hrs.
1	<p>Positive Attitude Leads to Success:</p> <p>TQP--Total Quality People, Attitude Contributes To Success, A Holistic Approach, and Factors That Determine Attitude, Recognizing People With A Positive Attitude and Negative Attitude, Steps To Build a Positive Attitude, Success, Some Obstacles To Success, Overcoming Obstacles, Measuring Success, Life Is Full Of Choices and Compromises, Qualities that Make a Person Successful, Reasons For Failure</p>	25%	11
2	<p>Motivation and Self-Esteem:</p> <p>Difference Between Inspiration and Motivation, External and Internal Motivation, Four Stages from Motivation to De-motivation, De-motivating Factors, Advantages of High Self-Esteem, Characteristics of People with High Self-Esteem and Low Self-Esteem, Causes of Low Self-Esteem, Building Confidence, Poor Role Model, Steps to Build a Positive Self-Esteem.</p>	25%	11
3	<p>Role of Subconscious Mind and Habits to Develop Interpersonal Skills:</p> <p>Trust, Factors Maintaining Positive Relationships, the Difference between Ego and Pride, Difference between Selfishness and Self--Interest, Steps to Building a Positive Personality, Difference between Sympathy and Empathy, Forming Good Habits, Conditioning, the Gigo Principle, the Conscious and Subconscious Mind, Nature Abhors a Vacuum, Resistance to Change, Forming Positive Habits, 21-Day Formula to Form Positive Habits, Visualization.</p>	25%	12

4	Values and Vision: Judging Value System, Changes in Value System Change, Two Kinds Of Tragedies In Life, Commitment, Commitment to Values, Ethics, Ethics And Legality, Purpose of Life, Learning Values From, Winning Versus Winners, Ethics In Business, Vision, Dreams, Balance, Meaningless Goals,	25%	11
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***Continuous Evaluation:**

It consists of Assignments/Seminars/Presentations/Quizzes/Surprise Tests (Summative/MCQ) etc.

Reference Books:

1. You Can Win
Shiv Khera; Macmillan Publication
2. Lifetalk! Situations and Task for Social and Life Skills
Clive Jones; The Macmillan Press Ltd
3. Discovering Life Skills
LeeLinda Baggett; McGraw-Hill Education

Course Outcome:

After Learning the course the students shall be able to:

After this course students will be able to...

1. Synergize intra and inter individual potential
2. Value and develop positive attitude, emotions and habits
3. Self motivate themselves in personal and professional life

PARUL UNIVERSITY - FACULTY OF ARTS

Department of Arts - M.Arts

SYLLABUS FOR 4th Sem M.ARTS PROGRAMME

Fundamental Considerations in Language Testing (15202251)

Type of Course: M.ARTS

Prerequisite: Knowledge of Teaching LSRW

Rationale: Knowledge of Language Testing is necessary for analyzing teaching-learning process

Teaching and Examination Scheme:

Teaching Scheme			Credit	Examination Scheme					Total
Lect Hrs/ Week	Tut Hrs/ Week	Lab Hrs/ Week		External		Internal			
				T	P	T	CE	P	
3	0	0	3	60	-	20	20	-	100

Lect - Lecture, Tut - Tutorial, Lab - Lab, T - Theory, P - Practical, CE - CE, T - Theory, P - Practical

Contents:

Sr.	Topic	Weightage	Teaching Hrs.
1	Testing, Assessment and Evaluation: Basic concepts of language testing, assessment and Evaluation	25%	11
2	Types of Assessment and Testing: Types of assessment: Summative and Formative Assessment Types of test: Placement Test, Diagnosis test, Proficiency test, Achievement test, Direct versus Indirect Testing, Discrete point versus Integrative testing, Norm-referenced testing versus Criterion referenced testing, Objective testing versus Subjective testing, Communicative language testing	25%	11
3	Principle of Language Testing and Assessment: Validity: Content validity, Criterion related validity, construct validity, Face validity, The use of validity, Reliability: Reliability coefficient, Standard of error of measurement and the true score, Scorer reliability, Making test more reliable, Back Wash: Getting beneficial backwash	25%	12
4	Test Techniques: Multiple choice questions, Cloze test, The C-test, Dictation, Test writing and oral ability and Testing reading, Testing listening, Testing grammar and Vocabulary.	25%	11

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It consists of Assignments/Seminars/Presentations/Quizzes/Surprise Tests (Summative/MCQ) etc.

Reference Books:

1. Testing for Language Teachers
Arthur Hughes; Cambridge University Press
2. Fundamental Consideration in Language Testing
Lyle F. Bachman; Oxford University Press

Course Outcome:

After Learning the course the students shall be able to:

Students will be able to

1. Design test for English language learners
2. Prepare rubrics for the assessments
3. Assess and evaluate students' progress by keeping in mind rubrics

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SYLLABUS FOR 4th Sem M.ARTS PROGRAMME

Professional Communication (15202252)

Type of Course: M.ARTS

Prerequisite: Knowledge of Basic English studied till 12th standard

Rationale: Knowledge of Business English is essential to teach this subject to the students of B.Com, BBA and MBA

Teaching and Examination Scheme:

Teaching Scheme			Credit	Examination Scheme					Total
Lect Hrs/ Week	Tut Hrs/ Week	Lab Hrs/ Week		External		Internal			
				T	P	T	CE	P	
2	0	2	3	60	30	20	20	20	150

Lect - Lecture, Tut - Tutorial, Lab - Lab, T - Theory, P - Practical, CE - CE, T - Theory, P - Practical

Contents:

Sr.	Topic	Weightage	Teaching Hrs.
1	Concepts of Business Communication: Process of communication, Oral Communication and Written Communication, Barriers of communication, Cross-cultural communication	25%	8
2	Interpersonal Communication: Making contact, Breaking into the market, A stand at a trade fair	25%	7
3	Organizational Communication: Job descriptions and job satisfaction, Business and the workplace environment, A staff survey	25%	8
4	Professional Communication and Business Relations: Starting a business, Expanding into Europe, Business across cultures	25%	7

***Continuous Evaluation:**

It consists of Assignments/Seminars/Presentations/Quizzes/Surprise Tests (Summative/MCQ) etc.

Reference Books:

1. , Technical Communication : Principles And Practice
Sangeetha Sharma, Meenakshi Raman; Oxford University Press
2. Business Benchmark
; Cambridge University Press

Course Outcome:

After Learning the course the students shall be able to:

Students will be able to

1. Communicate professionally.
2. Present the things professionally.

List of Practical:

1. Concepts of Business Communication-1
2. Concepts of Business Communication-2
3. Concepts of Business Communication-3
4. Interpersonal Communication-1
5. Interpersonal Communication-2
6. Interpersonal Communication-3
7. Interpersonal Communication-4
8. Organizational Communication-
9. Organizational Communication-2
10. Organizational Communication-3
11. Organizational Communication-4
12. Professional Communication and Business Relations-1
13. Professional Communication and Business Relations-2
14. Professional Communication and Business Relations-3
15. Professional Communication and Business Relations-4

PARUL UNIVERSITY - FACULTY OF ARTS

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SYLLABUS FOR 4th Sem M.ARTS PROGRAMME

Academic Writing (15202253)

Type of Course: M.ARTS

Prerequisite: Basic knowledge of writing skills studied till 3rd semester of MA-ELT.

Rationale: Academic writing is the basic requirement to write research paper / report

Teaching and Examination Scheme:

Teaching Scheme			Credit	Examination Scheme					Total
Lect Hrs/ Week	Tut Hrs/ Week	Lab Hrs/ Week		External		Internal			
				T	P	T	CE	P	
3	0	0	3	60	-	20	20	-	100

Lect - Lecture, Tut - Tutorial, Lab - Lab, T - Theory, P - Practical, CE - CE, T - Theory, P - Practical

Contents:

Sr.	Topic	Weightage	Teaching Hrs.
1	Introduction: Background to writing, Background to writing, Evaluating a text, Understanding purpose and register, Selecting key points, Note-making, Paraphrasing, Summary writing, Combining sources, Planning a text, Organising paragraphs, Organising the main body, Introductions, Conclusions, Re-reading and re-writing, Proof-reading,	25%	12
2	Accuracy in writing:: Abbreviations, adverbs, articles, caution, conjunctions, formality in verbs, modal verbs, nationality language, nouns and adjectives.	25%	11
3	Elements of Writing: Cause and Effect, Cohesion, Comparison, Definitions, Discussion, Examples, Generalizations, Numbers, References and Quotations, Styles	25%	11
4	Structure and contents of Academic Writing: Descriptive and Process Paragraphs, Opinion Paragraphs, Comparison and Contrast Paragraphs, Problem and Solution Paragraphs, Structure and Contents of a Research Paper	25%	11

***Continuous Evaluation:**

It consists of Assignments/Seminars/Presentations/Quizzes/Surprise Tests (Summative/MCQ) etc.

Reference Books:

1. Academic Writing, Zemach, D & Rumisek, L; MacMillan Publication
2. Academic Writing: A practical guide for students Stephen Bailey; Routledge Falmer Taylor and Francis Group

3. Academic Writing: Exploring Processes and Strategies.”
Ilona Leki; Cambridge University Press
4. Academic Writing: A guide for Management Students and Researchers
Mathukutty M. Monippally and Badrinarayan Shankar Pawar; SAGE Response

Course Outcome:

After Learning the course the students shall be able to:

After this course students will be able to...

1. Understand the dos and don'ts of Academic Writing.
2. Use Academic Writing for pedagogical purpose.

PARUL UNIVERSITY - FACULTY OF ARTS

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SYLLABUS FOR 4th Sem M.ARTS PROGRAMME

Classroom Management (15202254)

Type of Course: M.ARTS

Prerequisite: Basic knowledge of teaching language

Rationale: understanding nuances of classroom management is essential for a to be teacher

Teaching and Examination Scheme:

Teaching Scheme			Credit	Examination Scheme					Total
Lect Hrs/ Week	Tut Hrs/ Week	Lab Hrs/ Week		External		Internal			
				T	P	T	CE	P	
3	0	0	3	60	-	20	20	-	100

Lect - Lecture, **Tut** - Tutorial, **Lab** - Lab, **T** - Theory, **P** - Practical, **CE** - CE, **T** - Theory, **P** - Practical

Contents:

Sr.	Topic	Weightage	Teaching Hrs.
1	Understanding and Defining Classroom Management: Classrooms, Overall Goals of Classroom Management, Definition of Classroom Management, Roles of Teachers and Students, Arranging Students' Desks, Developing a Physical Layout, In the Students' Voices, Concerns like order, opportunity and care in classroom management	25%	11
2	Developing Rules, Routines and Relationships: Classroom Rules, Developing Classroom Rules, Classroom Routines, In the Students' Voice, Teacher-Students Relationships, Relationship Among Students, Get-to-know your Activities, Team Building Activities, Teacher-Parent Relationships, Developing Caring Relationships	25%	11
3	Classroom Instructions, Discipline and Management Plan: Classroom Instructions: before-during and after lesson, implementing motivating and engaging instructions Classroom Discipline: preventing discipline problems, withitness, overlapping, signal continuity and momentum, variety and challenge in Academic Activities, responding to Behavior Problems, consistency, responding to minor Misbehavior, I-messages, responding to more serious Misbehavior, hierarchy of consequences, addressing chronic Misbehavior, Developing a Classroom Management Plan	25%	12
4	Classroom Management Practices: Managing time and space, managing engagement, managing classroom participation, Case studies of Management practices	25%	11

*Continuous Evaluation:

It consists of Assignments/Seminars/Presentations/Quizzes/Surprise Tests (Summative/MCQ) etc.

Reference Books:

1. Classroom Management in Language Education
Tony Wright; Palgrave Macmillan.
2. Effective Classroom Management- the Essentials
; Teachers College, Columbia University New York and London; Tracey Garrett
3. Classroom Management: A Guide For Urban School Teachers
Sean B. Yisrae; Rowman & Littlefield Publishing, Inc.
4. Tasks for English Classroom
Manish Vyash and Yogesh Patel; Macmillan Publications

Course Outcome:

After Learning the course the students shall be able to:

After this course students will be able to...

1. Understand the dos and don'ts of classroom teaching
2. Practice the concerns of classroom management studied
3. Analyze and manage given class

PARUL UNIVERSITY - FACULTY OF ARTS

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SYLLABUS FOR 4th Sem M.ARTS PROGRAMME

English for Art, Design and Multimedia (15202281)

Type of Course: M.ARTS

Prerequisite: Knowledge of basic communication skills studied till 12th standard

Rationale: It is necessary to understand field specific communication skills for to be language teacher

Teaching and Examination Scheme:

Teaching Scheme			Credit	Examination Scheme					Total
Lect Hrs/ Week	Tut Hrs/ Week	Lab Hrs/ Week		External		Internal			
				T	P	T	CE	P	
2	0	2	3	60	30	20	20	20	150

Lect - Lecture, Tut - Tutorial, Lab - Lab, T - Theory, P - Practical, CE - CE, T - Theory, P - Practical

Contents:

Sr.	Topic	Weightage	Teaching Hrs.
1	Art and multimedia: Media and advertising, material, colors and shape in Marketing, process of film making, drawing with light, Museum Jobs	25%	8
2	Graphic design: How the past influences the present, Graphic designers, work environment and professional training, printing, working as a book designer	25%	7
3	Interior design: Interior design, interior designers, how to become an interior decorator, elements and principles of interior design, In the mind of the Architect by Sean Godsell	25%	8
4	Fashion design: Introduction to fashion, garments and garment parts, colors, describing job roles, verbs, talking about current projects History of fashion, Milestones in fashion, trends, talking about illustration briefs Textiles, types of fabric, explaining fabric processing, requests-responses and fabric care instructions Garment construction, pattern equipment – talking about specifications, pattern pieces – phrases, adjusting measurements	25%	7

***Continuous Evaluation:**

It consists of Assignments/Seminars/Presentations/Quizzes/Surprise Tests (Summative/MCQ) etc.

Reference Books:

1. English for Art, Design and Multimedia – Teacher's Notes
Hana Atcheson, Helena Janasová and Tereza Skořepová; Tomas Bata University
2. English for Design Students
Kasatkina TY; Udmurtia University Publishing House, Russia
3. English for Fashion Industry: Express Series
Mary E Ward; Oxford University Press
4. 4. English for Architects and Interior Designers – Workbook (Link -
<http://www.robertdwatkins.com/Englishworkbook.pdf>)

Course Outcome:

After Learning the course the students shall be able to:

After this course students will be able to...

1. Understand importance of communication skills in the field of art, design and multimedia
2. Teach field specific communication skills to the students of art, design and multimedia.

List of Practical:

1. Art and multimedia-1
2. Art and multimedia-2
3. Art and multimedia-3
4. Art and multimedia-4
5. Graphic design-1
6. Graphic design-2
7. Graphic design-3
8. Interior design-1
9. Interior design-2
10. Interior design -3
11. Interior design -4
12. Fashion design-1
13. Fashion design-2
14. Fashion design-3
15. Fashion design-4