



*SELF STUDY
COURSES*

BROCHURE

C-56 A14/15, Sector 62, Noida

Self Study courses(With Codes)

Self Study courses Code (AB1) (2018)

Structures in English Language

Objectives.

Students will be able to learn about the different structures of English Language

Mentor: Yogita Goel

Course content :

This course covers some basic theories of grammar -

a. Phrases clauses, sentence fragments, as well as simple and complex sentence structures

b. Use the structures in acceptable expressions both orally and in writing.

c. Follow structures, Technical Explanation

d. Pattern recognition ,rules of structures

e. Identify the English sentence structures, promote learning through structure based Activities

Duration: 32 hrs

Learning Activities:

a. Approach expository and practice lectures, class discussion, group discussion)

b. Media: Practice on computer

Assignment .Prepare a worksheet on pattern recognition .

References.

Sharma,HD,Structure of English Language

Books: Murphy, Raymond Intermediate English Grammar

Martin, Renin Grammar and Composition

E-books:<https://www.pdfdrive.com/an-introduction-to-english-sentence-structure-e158362142.html>

<https://www.pdfdrive.com/english-sentence-structurepdf-e28410459.html>

Journals: <https://academic.oup.com/eltj/article/IX/1/18/464817>

Weblinks: <https://www.thoughtco.com/sentence-structure-english-grammar-1691891>

Self Study Course Code (AB2)

Academic Guidance and Counseling

Objective. Understanding the importance of Guidance & Counselling at job place.

Mentor. Ms Neha Aggarwal

Course Content.

Module 1

Identifying pupils'/students' individual developmental and educational needs

Identifying pupils'/students' psychological and physical abilities

Module 2

Environmental factors which have impact on their functioning in a nursery schools or educational institutions

Addressing their identified needs.

Duration. 35 hrs

Asssignment. Case Study

References.

Books. Yogesh ,Kumar,Guidance and Career Counselling,

Mangal,Advanced Educational Psychology,

Sindhu,HS, Guidance and Counselling

Weblinks:

<https://www.researchgate.net/publication/324209919> The role of Guidance and Counselling in effective teaching and learning in schools

<https://studentservices.ednet.ns.ca/sites/default/files/Comp%20Guidance%20and%20Couns%20Prog.pdf>

Self Study course Code (AB3)

Intercultural Communication

Course Objectives:

This course introduces communication between people from different cultures Course content focuses on the application of theory and research to intercultural communication

Mentor: Ms Preeti Goel

Course Content:

Module 1.

- 1. Understanding of the relationship between culture and communication:***
- 2. Provide an intellectual framework with description***
- 3. Understanding of communication between culturally heterogeneous individuals***

Module 2.

- 1. Role of cultural patterns, verbal codes, and nonverbal codes in the development of intercultural interpersonal relationships,***
- 2. Obstacles to competent intercultural communication***
- 3. Communication skills that improve your competence in intercultural communication.***

Duration: 36hrs

Assignment. Preparing case study on the topic .

References.

E-books.

**https://www.academia.edu/37454331/INTERCULTURAL_COMMUNICATION_in_Contexts
<https://www.pdfdrive.com/intercultural-communication-an-advanced-resource-book-e9947213.html>**

**Journals. <https://www.tandfonline.com/loi/rjic20>
<http://www.qualitative-research.net/index.php/fqs/article/view/1251/2738>**

**Weblinks: <https://www.slideshare.net/DhanBharathi/intercultural-communication-presentation>
<https://www.skillsyouneed.com/ips/intercultural-communication.html>**

**Self Study courses Code (AB4)
(2019-2020)**

Public Speaking

Objectives

Develop an awareness of components of speaking to a variety of purposes and audiences

Mentor : Ms Vandana Verma

Course Content:

Module 1.

The basic components of public speaking through: viewing and analyzing famous speeches, learning by viewing public speaking skills, participating in interactive classroom activities, preparing outlines for speeches, and creating own speeches.

Module 2.

Understand the power of language, to persuade, or give charge to a whole group or sorority. Identify feelings and determine appropriate purposes statement for specific topics. Develop comfort and confidence in speaking in front of an audience.

Duration:35 hrs

Activities:

Demonstrate competence in applying public speaking skills through a well-organized and well supported oral presentation

Assignments :For this course, you will be required to present two speeches. (subject to change)

1. A speech to inform

2.Speech to celebrate or commemorate

References. .Neuliep, James W. Intercultural Communication: A Contextual Approach. Boston: Houghton Mifflin Co., 2003.

Prasad, H. M. How to Prepare for Group Discussion and Interview. New Delhi: Tata McGraw-Hill Publishing Company Limited, 2001.

Pease, Allan. Body Language. Delhi: Sudha Publications, 1998.

Kalish, Karen. How to Give a Terrific Presentation. New York: AMACOM, 1996.

Kratz, Abby Robinson. Effective Listening Skills. Toronto: ON: Irwin

Professional Publishing, 1995.

Ebook-

https://www.google.com/url?sa=t&source=web&rct=j&url=https://gtu.ge/Agro-Lib/successful-public-speaking.pdf&ved=2ahUKEwjenJeZjL3qAhU3zzgGHZBECwsQFjAAegQIAxAB&usg=AOvVaw3DDVuJArtNuD5_NxSd4yM

Journals:

https://www.google.com/url?sa=t&source=web&rct=j&url=https://www.researchgate.net/publication/317357079_Anxiety_Level_in_Students_of_Public_Speaking_Causes_and_Remedies_Journal_of_Education_and_Educational_Development&ved=2ahUKEwjpn-rcjL3qAhXZfH0KHTjlAyYQFjABegQIBBAC&usg=AOvVaw20HsHD7gbQ6NqFsMBbhdP5
<https://www.google.com/url?sa=t&source=web&rct=j&url=https://www.arcjournals.org/pdfs/ijSELL/v2-i11/16.pdf&ved=2ahUKEwjpn-rcjL3qAhXZfH0KHTjlAyYQFjALegQIARAB&usg=AOvVaw03mlGtYS6y6iFp6AY1rdQf>

Self Study Course Code (AB5)

Verbal and Non Verbal Communication

Objectives. Promoting understanding of different types of communication

Mentor. Ms Dr Yogita Goyal

Course Content.

Module 1

Concept and meaning of Verbal communication

Types of Verbal Communication

Components of Verbal communication

Factors affecting Verbal Communication

Module 2

Concept and meaning of Non-Verbal communication

Types of Non-Verbal communication

Components of Non-Verbal communication

Factors affecting Non-Verbal communication

Duration. 35 hrs

Assignment. Role play or Drama on Verbal and Non Verbal Communication

References.

Online Journals -

https://www.google.com/url?sa=t&source=web&rct=j&url=https://www.springer.com/journal/10919&ved=2ahUKEwjgMGojb3qAhVWOSsKHQX2BeQQFjALegQIAxAB&usq=AOvVaw0CDgjVUsqyS-T0IHv_fPVf

<https://www.google.com/url?sa=t&source=web&rct=j&url=https://journals.sagepub.com/doi/10.1177/0261927X8983005&ved=2ahUKEwjgMGojb3qAhVWOSsKHQX2BeQQFjANegQICRAB&usq=AOvVaw0Cpyw6Q2YnNlxzfmt6OES>

Weblinks -<http://networketiquette.net/>

<https://public.wsu.edu/~brians/errors/>

http://users3.ev1.net/~pamthompson/body_language.htm

Books- Moore, Ninja-Jo, et al. Nonverbal Communication: Studies and Applications. New York: Oxford University Press, 2010.

Pease, Allan. Body Language. Delhi: Sudha Publications, 1998.

E-books: <http://ebooks.iospress.nl/bookseries/nato-security-through-science-series-e-human-and-societal-dynamics>

Self Study course Code (AB6)

Components of Personality

Objectives:

Personality development of Pupil teachers

Mentor: Ms Preeti Agarwal

Course content:

Module 1.

A.Introduction to Personality Development

B.Behaviour and Personality

C.Personal Grooming

D .Speaking with Confidence

Module 2.

A.Public Relations

B.Table Manners

C.Magic Laws of Success

D.Attitude & Motivation

Module 3.

A.Interpersonal skills

B.Time Management Leadership & Team Building

C.Stress Management

D.Interviewing Skills & Group Discussions

Duration: 40 Hrs

Assignment.

Mock presentations/ interviews

References.Books: xxxx

E-Books:

https://www.bharathuniv.ac.in/colleges1/downloads/courseware_ece/notes/BSS201%20-%20PERSONALITY.pdf

http://eprints.cmfri.org.in/13294/1/Theeranaipunya%204_PERSONALITY%20DEVELOPME NT.pdf

Journals: <https://journals.sagepub.com/doi/pdf/10.1177/0165025416677847>

Weblinks: <https://www.scribd.com/doc/59954044/Chapter-2-Personality-Definition-and-Its-Components>
<https://gdpi.hitbullseye.com/What-is-Personality.php>

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