


APPENDIX-Z1

Revised Program Structure

GANPAT UNIVERSITY																				
FACULTY OF COMPUTER APPLICATIONS																				
TEACHING AND EXAMINATION SCHEME																				
Programme	MCA Programme					Branch/Spec.	Computer APPLICATIONS													
Semester	II																			
Effective from Academic Year		2019-20			Effective for the batch Admitted in									June 2019						
Subject Code	Subject Name	Teaching scheme												Examination scheme (Marks)						
		Credit						Hours (per week)						Theory			Practical			
		Lecture(DT)			Practical(Lab.)			Lecture(DT)			Practical(Lab.)			CE	SEE	Total	CE	SEE	Total	
		L	TU	Total	P	TW	Total	L	TU	Total	P	TW	Total							
P12A1DS	Data Structure	2	0	2	1	0	1	2	0	2	2	0	2	40	60	100	20	30	50	
P12A2OOP	Object Oriented Programming Concept	3	0	3	2	0	2	3	0	3	4	0	4	40	60	100	20	30	50	
P12A3IWDT	Introduction to web development	3	0	3	2	0	2	3	0	3	4	0	4	40	60	100	20	30	50	

	tool																		
P12A4NT	Networks Technology	3	0	3	-	-	-	3	0	3	-	-	-	40	60	100	-	-	-
P12A5DB1	Database Management System-I	3	0	3	2	0	2	3	0	3	4	0	4	40	60	100	20	30	50
P12B6CS2	Communication Skill-II	2	0	2	1	0	1	2	0	2	2	0	2	40	60	100	20	30	50
Total		16	0	16	8	0	8	16	0	16	16	0	16	240	360	600	100	150	250

Revised Syllabus

		<h1>GANPAT UNIVERSITY</h1>							
<h2>FACULTY OF COMPUTER APPLICATIONS</h2>									
Programme	Master of Computer Applications				Branch/Spec.	Master of Computer Applications			
Semester	II				Version	1.0.0.1			
Effective from Academic Year		2019-20			Effective for the batch Admitted in		June 2019		
Subject Code	P12B6CS2		Subject Name		Communication Skill-II				
Teaching scheme					Examination scheme (Marks)				
(Per week)	Lecture (DT)		Practical (Lab.)		Total		CE	SEE	Total
	L	TU	P	TW					
Credit	2	-	1	-	3	Theory	40	60	100
Hours	2	-	2	-	4	Practical	20	30	50
Objective:									
To learn the advanced Communication skills									
Pre-requisites:									
Knowledge of English Grammar.									
Learning Outcome:									
To acquire proficiency in English language among the students.									
Content:									
Unit									Hrs
SECTION – I									
1	Remedial English Grammar, Usage and Vocabulary: Modals, Conditionals, Concord, Commonly Confused Pairs of words, One Word Substitutes, Synonyms and Antonyms, Word Formation: Prefixes, Roots and Suffixes (Derivational & Inflectional), Error Analysis (Correction of Errors in a given sentence - errors in the use of words - errors of Indianisms - use of slang - errors in punctuation)								12
2	Skills for Career Building – I Presentation Skills: Definition of presentation, Components of presentation, planning to prepare effective presentation, steps for preparing effective presentation, Boredom Factors in presentation, Attention grabbers in presentation								10

	Group Discussion: Definition and nature of group discussion, Pre-requisites for group discussion, Objectives of group discussion, Characteristics of group discussion, how to prepare for group discussion, Dos and don'ts in group discussion	
SECTION – II		
3	Skills for Career Building – II Official Correspondence - Letters to higher authorities, Notice, Memo writing, E-Mail writing, Press release	8
4	Oral Communication in Context Asking for and giving information, offering and responding to offers, requesting and responding to requests, congratulating people on their success, expressing sympathy, expressing condolences, apologizing and forgiving, giving instructions, seeking and giving permission, expressing opinions (likes and dislikes), agreeing and disagreeing.	10
5	Practical Training for Oral communication Group Discussion, Role Plays and Group Presentation skill.	5
Reference Books:		
1	Communication Skills by Sanjay Kumar and Push Lata (Oxford Higher Education)	
2	Cambridge IELTS 1-10, Cambridge University Press	
3	A Communicative Grammar of English by Geoffery Leech and Fan Svartvik (Pearson Longman)	
4	Online resources: You Tube - Daily Video Vocabulary, Vocab 24, TED Lectures, Inspirational speeches/addresses of success people, parliamentary speeches, interviews, various internet channels devoted to learning and improving communication in English	
Question Paper Scheme:		
<p>University Examination Duration: 3 Hours Note for Examiner: - (I) Questions 1 and 4 are compulsory with no options. (II) Internal options should be given in questions 2, 3, 5 and 6.</p> <p>SECTION - I Q.1 –8 Marks Q.2 –11 Marks Q.3 –11 Marks</p> <p>SECTION - II Q.4 –8 Marks Q.5 –11 Marks Q.6 –11 Marks</p>		