

Syllabus on Skill development
Additional Unit to English Syllabi
Three year L.L.B Course
&
Five year L.L.B Course

Unit: Introduction on skills development – Theories of Communication – Language of Communication – Verbal and Non-verbal (Spoken and written) Personal, Social, Legal Strategies – Intra personal, Interpersonal and group communications – Speaking skills – Monologue Dialogue group discussion – Effective communication – Miscommunication Interview Public speech – reading and understanding – close reading comprehension summary paraphrasing analysis and interpretation translation – Literary/ Knowledge texts – writing skills documenting report writing – making note – letter writing.

Recommended readings-

- 1) Fluency in English Part-11 Oxford University Press
- 2) Business English- Pearson 2008.
- 3) Language, Literature and Creativity – Orient Blackswan, 2013
- 4) Language through Literature – Dr. Guari

Development of Proficiency in English: