

Bachelor of Performing Arts Course

SY B.P.A.

Subject: General English

Unit: I

Short Stories

1. The gift of Magi by O' Henry
2. The Child by Premachand
3. A slip of the Tongue by F. E. B. Gray
4. The Cabuliwallah by Rabindranath Tagore

Unit: II

1. Active Voice & Passive Voice
2. Direct Speech & Indirect Speech
3. Vocabulary

Unit: III

1. Types of communication
2. Barrier Communication
(Wrong choice of medium/Physical/Semitic/Socio-Psychological barriers to communication)
3. Dialogue writing

Unit: IV

1. Phrasal Verbs
2. Preposition
3. Conjunctions
4. Punctuation marks
5. Precise writing
6. Synonyms, Antonyms & Homonyms

Unit: V

1. Presentation skill
2. Developing self confidence
3. Use of Audio visual Aids

Reference:-

1. *Glimpses of Life* An Anthology of Short Stories and Business Communication by Board of Editors, Orient Blackswan Private Ltd, 2009.
2. Intermediate English Grammar by Raymond Murphy, Cambridge University Press, 1994.
3. Essentials of Business Communication by Rajendra Pal and J. S. Korlahalli (Sultan Chand & Sons).
4. Effective Business Communication by Asha Kaul (Prentice Hall of India Pvt Ltd, New Delhi.)
5. Oxford Practice Grammar by Eastward (OUP).