

# **Bachelor of Performing Arts Course**

## **TY B.P.A.**

### **Subject: General English**

#### **Unit: I**

1. The Post Master by Rabindrnath Tagore
2. Sweets for Angles by R. K. Narayan
3. The Golden Touch by Nathaniel Hawthorne
4. Selfish Giant - by Oscar Wild

#### **Unit: II**

1. Modern forms of communication  
Fax, E-mail, Internet
2. Non Verbal aspects and communication  
Body Language, Kinesics, Proxemics, Paralanguage.
3. Development of short drama skills

#### **Unit: III**

1. Vocabulary
2. Modals
3. Framing the sentences

#### **Unit: IV Drafting speeches**

1. Welcoming speeches
2. Celebration of Important days and National Holidays
3. Vote of Thanks
4. Consolation ceremony speech

#### **Unit: V**

1. Resume and Bio-data
2. Idioms and Usage
3. Words that confused

#### **Reference:-**

1. An Anthology of Popular Essays and Poems by A. G. Xavier, Macmillan.
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).