



**SOPHIA COLLEGE FOR WOMEN
(EMPOWERED AUTONOMOUS)**

Affiliated to

UNIVERSITY OF MUMBAI

Syllabi for the Common Courses

Based on the National Education Policy 2020

Ability Enhancement Courses

Course Code: AEC

S.Y.B.A. & S.Y.B.Sc.

2024-25 (NEP)

**Programme Outline : Ability Enhancement Courses
SYBA & SYBSc (SEMESTER III)**

Course Code	Name of the Course	Credits
AAEC303EH/ SAEC303EH	English-Hindi	2
AAEC303EF/ SAEC303EF	English-French	2
AAEC303EC/ SAEC303EC	English-Computers	2

**Programme Outline : Ability Enhancement Courses
SYBA & SYBSc (SEMESTER IV)**

Course Code	Name of the Course	Credits
AAEC404EH/ SAEC404EH	English-Hindi	2
AAEC404EF/ SAEC404EF	English-French	2
AAEC404EC/ SAEC404EC	English-Computers	2

ASSESSMENT DETAILS:

Continuous Assessment (50 marks)

1. A minimum of two activities will be given in each semester.
2. Each will be for 20 marks.
3. The nature of the activities will be decided by the Examiner and may include Assignment/ MCQs/ Short notes and/or any other type of /combination of objective or descriptive type activity.
4. 10 marks will be given for Class participation.

EVALUATION METHOD	CONTINUOUS ASSESSMENT
TOTAL MARKS	50
PASSING MARKS	20

AEC - SEMESTER III

NAME OF THE COURSE	ENGLISH-HINDI ENGLISH - COMMUNICATION SKILLS IN ENGLISH: GRAMMAR
CLASS	SYBA & SYBSc
COURSE CODE	AAEC303EH / SAEC303EH
NUMBER OF CREDITS	1
NUMBER OF LECTURES PER WEEK	1
TOTAL NUMBER OF LECTURES PER SEMESTER	15

COURSE OBJECTIVES:

CO 1.	The course aims to enable students to understand the basic concepts in English grammar.
CO 2.	The course aims to orient the students towards the functional aspects of language.
CO 3.	The course aims to strengthen the students' command over the English language through a variety of exercises.

COURSE LEARNING OUTCOMES:

CLO 1.	The learner will be able to understand the basic concepts in English grammar.
CLO 2.	The learner will be able to use English effectively in day-to-day situations.
CLO 3.	The learner will be able to write, speak and read English more fluently.

UNIT 1	
1.1	Articles, prepositions, conjunctions
1.2	Tenses
1.3	Subject-Verb Agreement
UNIT 2	
2.1	Question Tags

2.2	Direct and Indirect Speech
2.3	Voice
2.4	Transformation of Sentences (Simple, Compound, Complex)

REFERENCES:

1. Aarts, Bas. *Oxford Modern English Grammar*. Oxford University Press, USA, 2011.
2. Alexander, Louis George. *Longman English Grammar Practice*. Longman, 1990.
3. Eastwood, John. *Oxford Guide to English Grammar*. Oxford University Press, 1994.
4. Leech, Geoffrey, et al. "English Grammar for Today: A New Introduction." *RELC Journal* 15.2 (1984): 95-100.
5. Leech, Geoffrey. *Glossary of English Grammar*. Edinburgh University Press, 2006.
6. Nelson, Gerald, and Sidney Greenbaum. *An Introduction to English Grammar*. Routledge, 2018.
7. Payne, Thomas E. *Understanding English Grammar: A Linguistic Introduction*. Cambridge University Press, 2011.
8. Quirk, Randolph, and David Crystal. *A Comprehensive Grammar of the English Language*. Pearson Education India, 2010.
9. Sweet, Henry. *A New English Grammar*. Vol. 1. Cambridge University Press, 2014.
10. Thomson, Audrey Jean, and Agnes V. Martinet. *A Practical English Grammar*. New York: Oxford University Press, 2015.

NAME OF THE COURSE	ENGLISH-HINDI हिंदी: हिंदी साहित्य एवं भाषा ज्ञान (भाग -१)
CLASS	SYBA & SYBSc
COURSE CODE	AAEC303EH / SAEC303EH
NUMBER OF CREDITS	1
NUMBER OF LECTURES PER WEEK	1
TOTAL NUMBER OF LECTURES PER SEMESTER	15

COURSE OBJECTIVES:

CO 1.	हिंदी कविताओं के माध्यम से विद्यार्थियों को काव्य परम्परा से जोड़ना
CO 2.	कविता के माध्यम से छात्रों को हिंदी साहित्य से परिचित करना।
CO 3.	हिंदी भाषा के प्रति रुचि निर्माण करना और रचनात्मक लेखन की ओर प्रेरित करना।
CO 4.	भाषा व्याकरण के पठन-पाठन से भाषा में शुद्धियों के प्रति सचेत करना
CO 5.	संक्षेपण और पल्लवन के पठन-पाठन से भाषा सम्बन्धी ज्ञान होगा हो मूल्यांकन क्षमता निर्माण होगी

COURSE LEARNING OUTCOMES:

CLO 1.	हिंदी कविताओं के पठन-पाठन से विद्यार्थियों में मानवीय मूल्यों का विकास होगा।
CLO 2.	विद्यार्थी सृजनात्मक लेखन की ओर अग्रेसर होंगे।
CLO 3	विद्यार्थियों में हिंदी साहित्य में रुचि निर्माण होगी और मूल्यांकन क्षमता का विकास होगा।

इकाई 1	कविताएँ
1.1	वह तोडती पत्थर- सूर्यकांत त्रिपाठी 'निराला'
1.2	झाँसी की रानी - सुभद्रा कुमारी चौहान

1.3	जो बीत गई, सो बात गई- हरिवंशराय बच्चन
1.4	अकाल और उसके बाद -नागार्जुन
इकाई 2	भाषा ज्ञान : व्यावहारिक लेखन
2.1	हिंदी व्याकरण : संज्ञा, सर्वनाम, विशेषण
2.2	संक्षेपण और पल्लवन

REFERENCES:

- काव्य प्रदीप - हिंदी अध्ययन मंडल मुंबई विश्व विद्यालय
- समकालीन हिंदी कविता - अरविंदाक्षन, राधाकृष्ण प्रकाशन
- हिंदी कविता की प्रगतिशील भूमिका - प्रभाकर श्रोत्रिय, नेशनल पब्लिकेशन हाउस
- नयी कविता की भूमिका - प्रेमशंकर, नेशनल पब्लिकेशन हाउस
- हिंदी भाषा और लिपि -डॉ. धीरेन्द्र वर्मा
- बोलचाल की हिंदी -सुशीला गुप्ता

NAME OF THE COURSE	ENGLISH-FRENCH FRENCH
CLASS	SYBA & SYBSc
COURSE CODE	AAEC303EF / SAEC303EF
NUMBER OF CREDITS	1
NUMBER OF LECTURES PER WEEK	1
TOTAL NUMBER OF LECTURES PER SEMESTER	15

COURSE OBJECTIVES:

CO 1.	To develop students' proficiency in using French tenses, including the simple future, passé composé, imparfait, and present conditional, for effective communication.
CO 2.	To enhance students' reading comprehension and translation skills through short stories and text analysis.

COURSE LEARNING OUTCOMES:

CLO 1.	Students will be able to construct grammatically correct sentences using different French tenses in written and spoken communication.
CLO 2.	Students will demonstrate improved comprehension skills by analyzing short stories and accurately translating French texts into English.

UNIT 1	
1.1	Simple future tense
1.2	Passé composé (past tense) and Imparfait (past imperfect tense)
1.3	Conditionnelle (Present conditional tense)
UNIT 2	
1.1	Short story
1.2	Comprehension
1.3	French to English translation

REFERENCES:

1. Berthet, Annie, Daill, Emmanuelle et al, Alter ego A1 level, Hachette, 2012.
2. AA.V , Saison A1 level, Didier, 2015
3. Braud, Celine, Edito Methode de Francais A1 level, Didier, 2016.
4. White, Renée, Barron's Complete French Grammar Review, Barron's, 2011.
5. Bhujwala, Pervin, French for FYBA.

NAME OF THE COURSE	ENGLISH-COMPUTERS COMPUTERS - AN INTRODUCTION TO CORELDRAW: FUNDAMENTALS AND APPLICATIONS
CLASS	SYBA & SYBSC
COURSE CODE	AAEC303EC/ SAEC303EC
NUMBER OF CREDITS	1
NUMBER OF LECTURES PER WEEK	2
TOTAL NUMBER OF LECTURES PER SEMESTER	30

COURSE OBJECTIVES:

CO 1.	To introduce students to CorelDRAW and its applications in graphic design
CO 2.	To develop proficiency in using vector-based tools for creating and editing graphics.
CO3.	To enhance students' ability to work with shapes, colors, and fills effectively.
CO4.	To provide knowledge on typography, text effects, and object management within CorelDRAW
CO5.	To familiarize students with layers, transparency effects, and special design techniques.

COURSE LEARNING OUTCOMES:

CLO 1.	Understand the CorelDRAW interface and differentiate between vector and raster graphics.
CLO 2.	Demonstrate the ability to create, modify, and manipulate basic shapes and drawings.
CLO 3.	Apply various color fills, gradients, and patterns to enhance design aesthetics.
CLO 4.	Utilize text formatting, text-to-curve conversion, and text effects in creative compositions.
CLO 5.	Efficiently manage layers, group objects, and apply PowerClip and transparency effects.
CLO 6.	Implement special effects such as shadows, contours, and blends in design projects.
CLO 7.	Export and save designs in appropriate formats for print and digital media.

UNIT 1	Concepts
1.1	Introduction to CorelDRAW: Overview of CorelDRAW and its applications, Understanding vector vs. raster graphics, Navigating the CorelDRAW workspace, Customizing toolbars and setting up the document.
1.2	Basic Drawing and Shape Tools: Creating and modifying basic shapes (lines, rectangles, circles, polygons), Using the Shape Tool for editing, Combining and trimming objects
1.3	Working with Colors and Fills: Applying solid, gradient, and pattern fills, Using the Color Palette and Eyedropper tool
UNIT 2	Theories
1.1	Text and Typography in CorelDRAW: Adding and formatting text., Converting text to curves, Applying text effects and text wrapping.
1.2	Layers and Object Management: Understanding layers and object arrangement, Grouping and ungrouping objects, Working with PowerClip and transparency effects.
1.3	Special Effects and Exporting Work: Applying shadow, contour, and blend effects, Using the Interactive Fill tool, Exporting and saving files in different formats (PDF, PNG, EPS, etc.).

REFERENCES:

1. CorelDRAW 2020 - Training Book with Many Exercises by Peter Schiessl. Independently Published. 2020
2. CorelDRAW X7: The Official Guide by Gary David Bouton. McGraw-Hill Education. 2014
3. Corel Draw Training Guide by Satish Jain and M. Geetha. BPB Publications. 2018

AEC - SEMESTER IV

NAME OF THE COURSE	ENGLISH-HINDI ENGLISH - COMMUNICATION SKILLS IN ENGLISH: PHONETICS AND STRESS MARKING
CLASS	SYBA & SYBSc
COURSE CODE	AAEC404EH / SAEC404EH
NUMBER OF CREDITS	1
NUMBER OF LECTURES PER WEEK	1
TOTAL NUMBER OF LECTURES PER SEMESTER	15

COURSE OBJECTIVES:

CO 1.	The course aims to familiarise students with the basic concepts in phonetics.
CO 2.	The course aims to enable students to pronounce words using the International Phonetic Alphabet (IPA)
CO 3.	The course aims to introduce students to the concept of word stress in English.
CO 4	The course aims to teach students how to identify and mark stressed and unstressed syllables in English.

COURSE LEARNING OUTCOMES:

CLO 1.	The learner will be able to understand understand the basic concepts in phonetics.
CLO 2.	The learner will be able to pronounce words using the International Phonetic Alphabet (IPA).
CLO 3.	The learner will be able to the concept of word stress in English.
CLO 4.	The learner will be able to identify and mark stressed and unstressed syllables in English.

UNIT 1	Phonetics
1.1	<ul style="list-style-type: none">• Introduction to Phonetics• International Phonetic Alphabet (IPA)
UNIT 2	Stress Marking

2.1	<ul style="list-style-type: none"> • Word Stress in English • Stress Marking • 'Rules' of word stress
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REFERENCES:

1. Ashby, Patricia. *Understanding Phonetics*. Routledge, 2013.
2. Burzio, Luigi. *Principles of English Stress*. Cambridge University Press, 1994.
3. Collins, Beverley, Inger M. Mees, and Paul Carley. *Practical English Phonetics and Phonology: A Resource Book for Students*. Routledge, 2019.
4. House, Linda I. *Introductory Phonetics and Phonology: A Workbook Approach*. Psychology Press, 2013.
5. Knight, Rachael-Anne. *Phonetics: A Coursebook*. Cambridge University Press, 2012.
6. Reetz, Henning, and Allard Jongman. *Phonetics: Transcription, Production, Acoustics, and Perception*. John Wiley & Sons, 2020.
7. Rogers, Henry. *The Sounds of Language: An Introduction to Phonetics*. Routledge, 2014.
8. Sethi, J., and Pushya Vibhooti Dhamija. *A Course in Phonetics and Spoken English*. PHI Learning Pvt. Ltd., 1999.
9. Skandera, Paul, and Peter Burleigh. *A Manual of English Phonetics and Phonology: Twelve Lessons with an Integrated Course in Phonetic Transcription*. Gunter Narr Verlag, 2005.
10. Tench, Paul. *Transcribing the Sound of English: A Phonetics Workbook for Words and Discourse*. Cambridge University Press, 2011.

NAME OF THE COURSE	ENGLISH-HINDI हिंदी: हिंदी साहित्य एवं भाषा ज्ञान (भाग -2)
CLASS	SYBA & SYBSc
COURSE CODE	AAEC404EH / SAEC404EH
NUMBER OF CREDITS	1
NUMBER OF LECTURES PER WEEK	1
TOTAL NUMBER OF LECTURES PER SEMESTER	15

COURSE OBJECTIVES:

CO 1.	विद्यार्थी हिंदी संस्मरण और रेखाचित्र के माध्यम से गद्य की अन्य विधा संस्मरण और रेखाचित्र से परिचय कराना
CO 2.	हिंदी संस्मरण और रेखाचित्र के उद्भव और विकास के माध्यम से संस्मरण और रेखाचित्रके विकास यात्रा के बारे में छात्राओं को जानकारी देना
CO 3.	निबंध लेखन और अपठित गद्यांश हिंदी भाषा ज्ञान का संस्कार देना

COURSE LEARNING OUTCOMES:

CLO 1.	हिंदी संस्मरण और रेखाचित्र से प्रसिद्द साहित्यकारों से परिचित होंगे और संस्मरण और रेखाचित्र विधा का ज्ञान होगा
CLO 2.	हिंदी संस्मरण और रेखाचित्र के माध्यम से विद्यार्थियों में मानवीय मूल्यों तथा विचारात्मक शक्ति का विकास होगा
CLO 3	हिंदी संस्मरण और रेखाचित्र लेखन विद्यार्थी अवगत होंगे और संस्मरण और रेखाचित्र लेखन में रचनात्मक कार्य करेंगे

इकाई 1	हिंदी संस्मरण और रेखाचित्र का सामान्य परिचय
1.1	महादेवी वर्मा - घीसा
1.2	रामवृक्ष बेनीपुरी - देव

1.3	कन्हैयालाल मिश्र प्रभाकर -लाल अंगारों की उस मुस्कान में
इकाई 2	भाषा ज्ञान : व्यावहारिक लेखन
2.1	निबंध लेखन (सामाजिक, राजनैतिक, समस्यात्मक, आत्मकथात्मक, विचारात्मक)
2.2	अपठित गद्यांश

संदर्भ :

- माटी की मूर्तें - रामवृक्ष बेनीपुरी
- अतीत के चल चित्र - महादेवी वर्मा
- माटी हो गई सोना -कन्हैयालाल मिश्र 'प्रभाकर'
- हिंदी साहित्य का आलोचनात्मक इतिहास :रामकुमार वर्मा
- हिन्दी साहित्य का वैज्ञानिक इतिहास- डॉ. गणपतिचन्द्र गुप्त

NAME OF THE COURSE	ENGLISH-FRENCH FRENCH
CLASS	SYBA & SYBSc
COURSE CODE	AAEC404EF / SAEC404EF
NUMBER OF CREDITS	1
NUMBER OF LECTURES PER WEEK	1
TOTAL NUMBER OF LECTURES PER SEMESTER	15

COURSE OBJECTIVES:

CO 1.	To strengthen students' understanding and application of French tenses in various contexts.
CO 2.	To develop students' reading comprehension, translation skills, and knowledge of French proverbs and grammar.

COURSE LEARNING OUTCOMES:

CLO 1.	Students will be able to use different French tenses correctly in writing and speaking.
CLO 2.	Students will demonstrate the ability to understand and translate French texts while effectively using direct and indirect object pronouns.

UNIT 1	
1.1	Tenses
1.2	Short story -1
1.3	Short story -2
UNIT 2	
1.1	French proverbs
1.2	Direct and indirect object pronouns
1.3	French to English translation (text)

REFERENCES:

1. Berthet, Annie, Daill, Emmanuelle et al, Alter ego A1 level, Hachette, 2012.
2. AA.V , Saison A1 level, Didier, 2015
3. Braud, Celine, Edito Methode de Francais A1 level, Didier, 2016.
4. White, Renée, Barron's Complete French Grammar Review, Barron's, 2011.
5. Bhujwala, Pervin, French for FYBA.

NAME OF THE COURSE	ENGLISH-COMPUTERS COMPUTERS - INTRODUCTION TO WEB DEVELOPMENT
CLASS	SYBA & SYBSC
COURSE CODE	AAEC404EC/ SAEC404EC
NUMBER OF CREDITS	1
NUMBER OF LECTURES PER WEEK	2
TOTAL NUMBER OF LECTURES PER SEMESTER	30

COURSE OBJECTIVES:

CO 1.	Understand the Basics of Web Development
CO 2.	To understand and correctly apply the structure of an HTML document, use of various basic tags and attributes.
CO3.	To understand and use the common HTML elements such as Font, images.
CO4.	To understand and use the HTML elements such as list and tables.
CO5.	To understand and use the HTML form and elements of form.

COURSE LEARNING OUTCOMES:

CLO 1.	Learners will gain a foundational understanding of web development concepts
CLO 2.	Learners will be able to structure an HTML document correctly using the essential tags such as <html>, <head>, <body>, and <title>
CLO 3.	Learners will be proficient in using HTML elements for styling text (e.g., , , <i>, <u>) and embedding images (using the tag)
CLO 4.	Learners will gain the ability to create and structure data using HTML tables with elements such as <table>, <tr>, <th>, and <td> for displaying tabular data clearly
CLO 5.	Learners will be able to implement different input types (text, email, password, radio buttons, checkboxes) and form validation techniques

UNIT 1	Concepts
1.1	Introduction to Web Development: What is Web Development? Types of Web Development: Front-End, Back-End, Full-Stack, Overview of Web Technologies: HTML, CSS, JavaScript
1.2	HTML: Structure of Web Pages: Introduction to HTML and its role in web development, HTML Document Structure (Doctype, HTML, HEAD, BODY), Basic HTML Tags: Bold, Italic, Underline, Superscript, Subscript, Paragraphs. Classification of HTML Tags
1.3	Headings and tag in HTML: Different Heading Tags, Font tag and its attribute, <hr> tag, Working with image
UNIT 2	Theories
1.1	Working with table in html: <table> tag, <caption> tag, <tr> tag, <th> tag, <td> tag and attributes of <table> tags.
1.2	Working with List: Types of List in HTML
1.3	Creating HTML Form: Elements of Form: <form> tag and its attribute (text, password, email, date, number etc.)

REFERENCES:

1. HTML & CSS: The Complete Reference by Thomas A. Powell. McGraw Hill LLC. Fifth Edition. 2010.
2. HTML5 BLACK BOOK by Kogent Learning Solutions Inc. Wiley India Pvt. Limited. 2011.
3. The Definitive Guide to HTML5 by Adam Freeman. Apress. 2011.
4. HTML5 for Web Designers by Jeffrey Zeldman. A Book Apart. 2010.