



॥ वसुधैव कुटुम्बकम् ॥
SYMBIOSIS

Symbiosis College of Arts and Commerce

(An Autonomous College under Savitribai Phule Pune University)

Subject code	Semester	I	II	III	IV	V	VI	M.Com.	I	II	III	IV
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Title of Subject	F.Y.B.Com Semester - 2 English for Communication (Compulsory English)
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Objectives	<ul style="list-style-type: none"> To appreciate the importance of effective intercultural communication skills in today's business world. To heighten your awareness of differences in communication styles across cultures and some key factors that may influence business communication across cultures. To develop attitudes conducive for effective intercultural communication through literature.
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Course Content

Areas Covered: Problem solving skill, interview skill, adaptability skill, nonverbal communication skill, written communication.

Prescribed Texts 1) *ENGLISH AND SOFT SKILLS- S.P DHANAVEL (ORIENT BLACK SWAN)*
2) *AN ANTHOLOGY OF ENGLISH SHORT STORIES (OXFORD)*

Unit	Topics	Number of Lectures
1	Introduction (ENGLISH AND SOFT SKILLS)	4
2	PROBLEM-SOLVING SKILLS: THE LOOK OUT MAN- NICOLAS BENTLEY	4
3	INTERVIEW SKILLS: THE LIGHTHOUSE KEEPER OF ASPINWALL- HENRYK SIENKIEWICZ	4
4	ADAPTABILITY SKILLS: SENOR PAYROLL- W E BARRETT	4
5	Verbal Skills	4
6	Non-verbal skill	4
7	INTRODUCTION (An Anthology of English Short Stories)	4
8	THE BARBER'S TRADE UNION – MULK RAJ ANAND	4
9	THE EYES ARE NOT HERE – RUSKIN BOND	4
10	THE ROCKING-HORSE WINNER – D.H. LAWRENCE	4
11	THE CAPITAL OF THE WORLD – ERNEST HEMINGWAY	4
	Assignments/ Presentations	10
	Total	54

Suggested Reference Books

- ENGLISH AND SOFT SKILLS- S.P DHANAVEL (ORIENT BLACK SWAN)
- AN ANTHOLOGY OF ENGLISH SHORT STORIES (OXFORD)

Suggested Journal

- The IUP Journal of Soft Skills - Management Studies Journal | IUP



(Dr. Aarti Wani)