

**THE NATIONAL COLLEGE
AUTONOMOUS
JAYANAGAR, BANGALORE-560070
DEPARTMENT OF ENGLISH
I Sem BA- GENERIC ENGLISH
ABILITY ENHANCEMENT COMPULSORY COURSE**

UNIT	WORKBOOK
Unit 1	Receptive Skills: Reading Skills and Listening Skills
Chapter 1	Comprehension passage, classification and process analysis
Chapter 2	Referencing Skill, Brochure, Advertisements and Picture reading
Chapter 3	Data Interpretation
Chapter 4	Listening vs. Hearing
Chapter 5	Non-verbal and Verbal signs of active listening
Chapter 6	Listening Activities - listening to pre-recorded audios on interviews and conversations.
Chapter 7	Introducing oneself, Introducing others , Requests, Offering help, Congratulating, Enquiries and Seeking permission.
Chapter 8	Giving instructions to do a task and to use a device, Giving Directions
Chapter 9	Concord, Question Forms, Question Tags
Chapter 10	Use of Derivatives, Linkers.
	Part 2 – Course Book
Chapter 11	Don't Look into the Vanity Bag -Vaidehi
Chapter 12	A Few Words on the Soul- Wislava Szymborska
Chapter 13	The Axe-R.K.Narayan
Chapter 14	Our Teacher- Masti Venkatesha Iyengar
Chapter 15	After Twenty Years -O.Henry

