



DEPARTMENT OF ENGLISH
CHAUDHARY RANBIR SINGH UNIVERSITY, JIND

**Scheme of Examination &
Syllabus for Undergraduate Programme**

Semester- IV, V & VI

VOCs

Subject: English

**Under Multiple Entry-Exit, Internship and CBCS-LOCF
in accordance with NEP-2020 w.e.f. 2025-26**

DEPARTMENT OF ENGLISH, CRSU, JIND

**Scheme of Examination of Semester IV, V and VI for Undergraduate Programme
Under Multiple Entry-Exit, Internship and CBCS-LOCF in accordance with NEP-2020
w.e.f. 2025-26, Subject: English (VOCs)**

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Sem.	Course Type	Course Code	Nomenclature of Course	Credits	Contact Hours/Week	Internal marks	External Marks	Total Marks	Exam-Duration
IV	VOC-4	B25-VOC-238	English for Tourism and Hospitality	4	4	30	70	100	3 hrs.
V	VOC-5	B25-VOC-137	English for Media & Journalism	4	4	30	70	100	3 hrs.
VI	VOC-6	B25-VOC-337	Translation and Interpretation Studies	4	4	30	70	100	3 hrs.

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Session: 2025-26

Subject	English
Semester	4
Name of the Course	English for Tourism and Hospitality
Course Codes	B25-VOC-238
Course Type	VOC-4
Level of the course	200-299
Pre-requisite for the course (if any)	

Course Learning Outcomes (CLO)	<p>CLO 1: Communicate effectively with tourists and clients using appropriate English</p> <p>CLO 2: Handle real-life scenarios in travel and hotel services</p> <p>CLO 3: Draft professional tourism-related documents</p> <p>CLO 4: Demonstrate intercultural sensitivity and customer service</p>
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Credits	Theory	Tutorial	Total
	3	1	4
Teaching Hours per week	3	1	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		

Part B- Contents of the Course

Instructions for Paper- Setter:

- The question paper, consisting of 5 Questions, will be based on all the 4 Units. The students will attempt all the five questions.
- Question No. 1 will be compulsory and consist of 10 short answer type questions of 2 marks each based on all the four Units. Students will be required to attempt any 7.
- Unit I will have one question having three parts of 7 marks each based on the given topics. The student will attempt any two parts out of given three.
- Unit II will have one question having three parts of 7 marks each based on the given topics. The student will attempt any two parts out of given three.
- Unit III will have one question having three parts of 7 marks each based on the given topics. The student will attempt any two parts out of given three.
- Unit IV will have one question having three parts of 7 marks each based on the given topics. The student will attempt any two parts out of given three.

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Unit	Topics	Contact Hours
I	Introduction to Tourism and Hospitality English: <ul style="list-style-type: none"> • Scope and significance of English in tourism and hospitality • Types of tourism and hospitality services (inbound/outbound, eco, heritage, luxury, etc.) • Basic tourism vocabulary and expressions, Idioms-Phrases and one world substitution. • Functional grammar for customer interaction (requests, offers, suggestions, polite refusals) 	15
II	Speaking and Listening Skills for Travel Services: <ul style="list-style-type: none"> • Greeting and welcoming guests • Giving directions and local information • Booking, cancellations, and handling queries • Role plays: at airports, travel desks, ticket counters • Listening practice: announcements, instructions, feedback handling 	15
III	English for Hospitality and Customer Service <ul style="list-style-type: none"> • Hotel communication: front desk, room service, concierge • Restaurant English: taking orders, handling complaints, menu explanations • Event and conference support communication • Intercultural sensitivity and hospitality etiquette • Role plays: hotel check-in/out, restaurant interactions, complaint resolution 	15
IV	Writing for Tourism and Hospitality: <ul style="list-style-type: none"> • Writing itineraries and travel brochures • Descriptive writing for tourist spots and cultural events • Drafting emails, confirmations, and feedback forms • Creating simple blog entries and social media content for tourism promotion • Introduction to resume and cover letter writing for hospitality jobs 	15
Total Contact Hours		60

Suggested Evaluation Methods

Internal Assessment: 30		End Term Examination: 70	
> Theory	30	> Theory:	70
• Class Participation:	5	Written Examination	
• Seminar/presentation/assignment/quiz/class test etc.:	10		
• Mid-Term Exam:	15		

Part C-Learning Resources

Recommended Books/e-resources/LMS:

1. Robby Bastiaens & Annie Pullen. English for International Tourism. Pearson Education, 2013.
2. Peter Strutt. English for International Tourism. Pearson Longman, 2011 (New Edition).
3. Eniko Horvath. English for Travel and Tourism Industry. Oxford University Press, 2008.
4. Michael McCarthy, Felicity O'Dell, and Simon Rees. English for the Hotel and Tourism Industry. Cambridge University Press, 2014.
5. Sarah Walker. Oxford English for Careers: Tourism 1 & 2. Oxford University Press, 2006 & 2007.
6. Glennis Pye. Vocational English: Hotel and Catering. Pearson Education, 2012.

Session: 2025-26

Subject	English
Semester	5
Name of the Course	English for Media & Journalism
Course Code	B25-VOC-137
Course Type	VOC-5
Level of the course	200-299
Pre-requisite for the course (if any)	

Course Learning Outcomes (CLO)

- CLO 1: Write clear and accurate news content.
- CLO 2: Apply media ethics and journalistic principles.
- CLO 3: Edit and proofread media texts effectively.
- CLO 4: Create content for print and digital platforms.

Credits	Theory	Tutorial	Total
	3	1	4
Teaching Hours per week	3	1	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		

Part B- Contents of the Course

Instructions for Paper- Setter:

1. The question paper, consisting of 5 Questions, will be based on all the 4 Units. The students will attempt all the five questions.
2. Question No. 1 will be compulsory and consist of 10 short answer type questions of 2 marks each based on all the four Units. Students will be required to attempt any 7.
3. Unit I will have one question having three parts of 7 marks each based on the given topics. The student will attempt any two parts out of given three.
4. Unit II will have one question having three parts of 7 marks each based on the given topics. The student will attempt any two parts out of given three.
5. Unit III will have one question having three parts of 7 marks each based on the given topics. The student will attempt any two parts out of given three.
6. Unit IV will have one question having three parts of 7 marks each based on the given topics. The student will attempt any two parts out of given three.

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Unit	Topics	Contact Ho
I	Introduction to Media and Communication <ul style="list-style-type: none"> • Evolution and types of media: print, electronic, digital • Key concepts: objectivity, bias, freedom of speech, media ethics • Introduction to media language and stylistics • Roles and responsibilities in journalism: reporter, editor, anchor, copywriter • The structure of a newsroom and production cycle 	15
II	News Writing and Reporting Skills <ul style="list-style-type: none"> • 5Ws and 1H of news writing • News values: timeliness, proximity, prominence, conflict, human interest • Inverted pyramid structure • Types of news: hard news, soft news, features, investigative reports • Writing headlines, leads, and captions • Reporting speech, interviews, and press conferences 	15
III	Editing, Proofreading, and Media Ethics <ul style="list-style-type: none"> • Basics of editing: clarity, brevity, consistency • Common errors in grammar, syntax, and punctuation • Fact-checking and attribution • Ethical dilemmas in journalism: fake news, sensationalism, paid news • Codes of conduct: Press Council of India, global media ethics 	15
IV	Digital Media and New Trends <ul style="list-style-type: none"> • Journalism in the digital age: blogs, podcasts, social media, citizen journalism • Writing for web platforms: clickbait vs. credibility • Visual and multimedia storytelling: integrating text, image, and video • SEO basics and writing headlines for digital platforms • Crisis communication and media responsibility in the age of misinformation 	15
Total Contact Hours		60

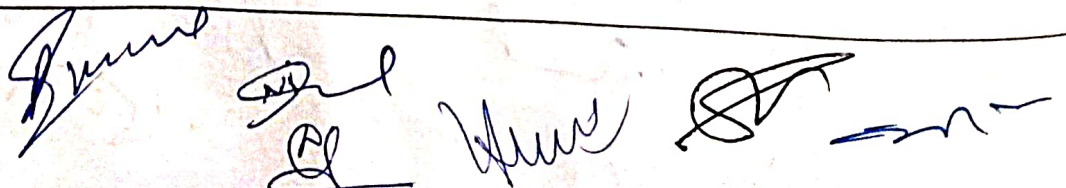
Suggested Evaluation Methods

Internal Assessment: 30		End Term Examination: 70	
> Theory	30	> Theory:	70
•Class Participation:	5	Written Examination	
• Seminar/presentation/assignment/quiz/class test etc.:	10		
•Mid-Term Exam:	15		

Part C-Learning Resources

Recommended Books/e-resources/LMS:

1. Bruce D. Itule & Douglas A. Anderson. News Writing and Reporting for Today's Media. McGraw-Hill Education, 2007.
2. Tony Harcup. Journalism: Principles and Practice. Sage Publications, 2021 (4th Edition).
3. James Glen Stovall. Writing for the Mass Media. Pearson Education, 2014 (8th Edition).
4. Harold Evans. Essential English for Journalists, Editors and Cultural Practice. The MIT Press, 201.
5. Janet H. Murray. Inventing the Medium: Principles of Interaction Design as a
6. Barbie Zelizer & Stuart Allan (Eds.). Keywords in News and Journalism Studies. McGraw-Hill Education / Open University Press, 2010.



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Session: 2025-26

15	Subject	English		
	Semester	6		
	Name of the Course	Translation and Interpretation Studies		
15	Course Code	B25-VOC-337		
	Course Type	VOC-6		
	Level of the course	200-299		
	Pre-requisite for the course (if any)			
15	Course Learning Outcomes (CLO)	CLO 1: Translate texts accurately between Hindi and English. CLO 2: Interpret spoken communication in real-life contexts. CLO 3: Use translation tools and techniques effectively. CLO 4: Apply ethical practices in professional translation settings.		
15	Credits	Theory	Tutorial	Total
		3	1	4
	Teaching Hours per week	3	1	4
	Internal Assessment Marks	30	0	30
60	End Term Exam Marks	70	0	70
	Max. Marks	100	0	100
	Examination Time	3 hours		

Part B- Contents of the Course

Instructions for Paper- Setter:

The question paper, consisting of 5 Questions, will be based on all the 4 Units. The students will attempt all the five questions.
 Question No. 1 will be compulsory and consist of 10 short answer type questions of 2 marks each based on all the four Units. Students will be required to attempt any 7.
 Unit I will have one question having three parts of 7 marks each based on the given topics. The student will attempt any two parts out of given three.
 Unit II will have one question having three parts of 7 marks each based on the given topics. The student will attempt any two parts out of given three.
 Unit III will have one question having three parts of 7 marks each based on the given topics. The student will attempt any two parts out of given three.
 Unit IV will have one question having three parts of 7 marks each based on the given topics. The student will attempt any two parts out of given three.

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Unit	Topics	Contact Hours
I	Fundamentals of Translation Studies <ul style="list-style-type: none"> • Definition, scope, and importance of translation • Types of translation: literary, technical, legal, media, and audiovisual • Concepts: source language (SL) and target language (TL), equivalence, loss and gain • Challenges in Hindi-English-Hindi translation (idioms, cultural nuances, syntax) 	15

II	Practice of Translation – Hindi to English and Vice Versa <ul style="list-style-type: none"> • Translating prose, fiction, essays, and speeches • Administrative and official document translation • Media translation: news articles, press releases, subtitles • Classroom practice: paragraph-level translation with analysis 	15
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III	Interpretation Skills and Techniques <ul style="list-style-type: none"> • Difference between translation and interpretation • Modes of interpretation: consecutive, simultaneous, whispering • Interpreting real-life dialogues: interviews, conferences, tourist interactions • Voice modulation, clarity, note-taking, memory skills 	15
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IV	Tools, Ethics, and Careers in Translation <ul style="list-style-type: none"> • Use of dictionaries, glossaries, CAT tools (Computer-Assisted Translation) • Professional ethics and copyright issues • Freelancing and job opportunities in government, publishing, media, and NGOs • Digital Literacy: Professional online Presence of Translators; How to create Digital footprint. 	15
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6 Total Contact Hours

60

Suggested Evaluation Methods

Internal Assessment: 30

End Term Examination: 70

> Theory

30

> Theory:

70

• Class Participation:

5

Written Examination

• Seminar/presentation/assignment/quiz/class test etc.:

10

• Mid-Term Exam:

15

Part C-Learning Resources

Recommended Books/e-resources/LMS:

1. Bruce D. Itule & Douglas A. Anderson. News Writing and Reporting for Today's Media. McGraw-Hill Education, 2007.
2. Tony Harcup. Journalism: Principles and Practice, Sage Publications, 2021 (4th Edition).
3. James Glen Stovall. Writing for the Mass Media. Pearson Education, 2014 (8th Edition).
4. Harold Evans. Essential English for Journalists, Editors and Writers. Random House / Pimlico, 2000.
5. Janet H. Murray. Inventing the Medium: Principles of Interaction Design as a Cultural Practice. The MIT Press, 2011.
6. Barbie Zelizer & Stuart Allan (Eds.). Keywords in News and Journalism Studies. McGraw-Hill Education / Open University Press, 2010.

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