

Shivaji University, Kolhapur
Programme: B. Com.
Level 4.5 Semester-II
Course Code: AEC - II
AEC-II: English for Business Communication -II
(Introduced from June 2024)

Course Outcomes:

1. To enable students to describe the objects and things
2. To help students to describe the persons and places
3. To assist students to describe daily routine and processes
4. To develop students reading and comprehension skills
5. To inculcate values among the students

2 Credits	50 marks (Semester end examination 40 and internal evaluation 10)	Total 30 hours
Unit No.	Course Content	No. of Hours
Unit-I	Description	15 hours
Unit-II		15 hours
	A. Reclaim Your Creative Confidence by Tom Kelley & David Kelley B.1. Yes! I Can Do it by Shweta Taneja 2. The Exercise Book by Rabindranath Tagore	

Reference Books Recommended:

1. Swan, Michael (2007). Practical English Usage. New Delhi: Oxford University Press.
2. Rao, Prasad (2019). High School English Grammar and Composition. New Delhi: Blackie ELT Books.
3. Jones, Daniel (2006). Cambridge English Pronouncing Dictionary. Singapore: Cambridge University Press.
4. <https://www.collinsdictionary.com/>
5. Reclaim Your Creative Confidence by Tom Kelley & David Kelley
6. The Complete Works of Rabindranath Tagore, General Press, New Delhi 2017