



**Shri Shivaji Education Society, Amravati's
Dr.H.N.Sinha Arts and Commerce College, Patur Dist. Akola**



DEPARTMENT OF ENGLISH

WELCOMES YOU!!

Subject: English

Class: B.Com.I (Semester I & II)

Name of Teacher: Dr.C.N.Rathod

Semester One
Unit 1 : Prose Section

01	Commerce Education: Key to Prosperity and Security: Manjushree Sardeshpande
02	Dhirubhai Ambani
03	A.R.Rahman
04	The Romance of a Busy Broker: O.Henry

Semester One
Unit 2 : Poetry Section

01 Stay Calm: Grenville Kleiser

02 All the World's a Stage: William Shakespeare

03 Trees: Joyce Kilmer

**04 Bright Star, Would I Were as Steadfast as Thou Art:
John Keats**

Semester One
Unit 3 : Grammar Section

01

Articles

02

Parts of Speech

03

Word Formation

Semester One
Unit 4 : Communication & Writing Skill Section

01 Letter Writing

02 Report Writing

03 Curricula Vitae

Semester One
Unit 5 : Soft Skills Section

01	Critical, Creative and Positive Thinking
02	Building Relationship Skills
03	Problem-Solving Skills

Thanks!!

Semester Two
Unit I : Prose Section

01 **Sudha Murty**

02 **Devender Pal Singh**

03 **Jadav Payeng**

04 **Spoken English & Broken English: G.B.Shaw**

Semester Two
Unit 2 : Prose Section

01 **Why a Start-up Needs to Find its Customers First**

02 **Rahul Bajaj**

03 **Sreelakshmi Suresh**

04 **The Eyes Are Not Here: Ruskin Bond**

Semester Two
Unit 3 : Grammar Section

01 **Tenses**

02 **Voice**

03 **Narration**

Semester Two
Unit 4 : Communication and Writing Skills
Section

01 **Notice**

02 **Agenda**

03 **Minutes**

Semester Two
Unit 5 : Employability Skills Section

01	Goal Setting
02	Presentation Skills
03	Time Management

Thanks!!