GOUR MAHAVIDYALAYA
DEPARTMENT OF ARABIC

SYLLABUS
For

Skill Enhancement Course (SEC)

Name of the BOS: UGBOS Arabic, University of Gour Banga

Programme Outcome (PO)

- The learner qualifies to seek employment in several fields in India and Gulf- Arab countries (in translation, interpretation, creative writing, official writing, language teaching at the school and equivalent levels and universities, publishing, the print and electronic media, journalistic writings etc and in other emerging areas where knowledge of a language is either required or seen as an advantage)

- The learner gets the lingua franca of the Arab countries and acquires basic skills in professional and functional Arabic.

- The learner attains the mastery of Arabic language with sufficient knowledge in applied grammar.

- The Programme equips the students to handle Arabic language in real life situations with working knowledge in different fields of life

- The learner attains the mastery of Arabic language with sufficient knowledge in applied grammar

- The learner develops the translation and correspondence skills related to the various business fields.

SEMESTER-I

Title of the Course: Development of Reading & Communicative Skill in Arabic

Course Code: SEC-I

Course Objectives

- To improves the fluency in the language
- To acquire the vocabularies of Arabic Language
- To make learners able to read the text accurately
- To develop basic communicative skills in Arabic

Course Outcomes (CO)

Upon completion of this course, students will be able to;

➤ Acquire the vocabularies of Arabic Language

➤ Get familiarized with the basic language skills

➤ Read and comprehend the Arabic lessons

➤ Learn efficient communicative skills and expressive capabilities in Arabic

Module	Course content	Hours
Module-1	**Miscellaneous Vocabulary (الكلمات المتفرقة):** ▪ Useful Vocabulary (الكلمات المفيدة): Day to day life use (200) ▪ Definite & Indefinite (المعرفة والنكرة) ▪ Masculine & Feminine (المذكر والمؤنث)	**12 Hours**
	Evaluation of above-mentioned skills	**(6 Marks)**
Module-2	**Development the following Grammatical Rules:** (Demonstrative Pronouns) ▪ أسماء الإشارة (Detached Pronouns) ▪ الضمائر المنفصلة (Annexation) ▪ الإضافة: المضاف والمضاف إليه (Quality & the Noun Qualified) ▪ النعت والمنعوت (Nominal Sentence) ▪ الجملة الاسمية: المبتدأ والخبر	**26 Hours**
	Evaluation of above-mentioned skills	**(10 Marks)**
Module-3	**Development of Reading Skills:** Qasasun Nabieen, Part – 2 (قصص النبيين) by Abul Hasan al-Nadwi ▪ Lesson-1 (أحسن القصص) ▪ Lesson-2 (حسد الإخوة)	**26 Hours**
	Evaluation of above-mentioned skills	**(12 Marks)**

Module-4	**Development of Speaking Skills:** ▪ Self – introduction in Arabic ▪ General Conversation in Arabic: • حوار بين طالب وأستاذه • حوار بين تاجر وزبونه • في المستشفى • في الصيدلية • فى المطار • و غير ذلك	26 Hours
	Evaluation of above-mentioned skills	**(12 Marks)**

Reference books:

1. A Practical Approach To The Arabic Language by Dr. W.A Nadwi
2. The Essential Arabic: A Learner's Practical Guide by Rafi'el-Imad Fayan
3. Arabic Learn the Easy Way by Dr. Amir Jamal, New Delhi
4. Let's Speak Arabic by S.A. Rahman
5. Teach yourself Arabic by S.A. Rahman

SEMESTER-II

Title of the Course: Development of Translation & Writing Skill in Arabic

Course Code: SEC-II

Course Objectives:

- To enhance translation skills
- To make students translate simple sentences from English-Arabic
- To make students translate simple sentences from Arabic-English
- To make them able to form the simple sentences in Arabic
- To make students able to translate the selected text
- To develop application of language skills in real-life contexts
- To develop written communication in Arabic

Course Outcomes (CO)

Translation is a very important tool to enrich the literature of any language and civilization and to promote them across the world. By studying this paper students would be able to:

- ➢ Acquire English-Arabic translation skills using simple sentences
- ➢ Acquire Arabic vocabulary and learn its meanings.
- ➢ Learn efficient communicative skills and expressive capabilities in Arabic
- ➢ Acquires a practical knowledge in functional Arabic required for the fields of Travel, Tourism, Hospitality Management, Health, Export and Journalism
- ➢ Enhances the basic informatics skills in Arabic and attitudes the relevant to the emerging society

Module	Course content	Hours
Module-1	▪ Miscellaneous Words (الكلمات المتفرقة)- 100 ▪ Abbreviations (150) Provided by the department after consulting with the Chairman of UGBOS	**12 Hours**
	Evaluation of above-mentioned skills	**(6 Marks)**
Module-2	**Development the following Grammatical Rules:** (Cardinal Numbers 1-10) العدد الأصلي من ١ إلى ١٠ ▪ (Perfect Tense) الفعل الماضي ▪ (Imperfect Tense) الفعل المضارع ▪ (Preposition) حروف الجر ▪ (Verbal Sentence) الجملة الفعلية ▪	**28 Hours**
	Evaluation of above-mentioned skills	**(12 Marks)**
Module-3	**Basics of translation:** ▪ فن الترجمة، فوائدها وميزاتها ▪ المؤهلات الأساسية للترجمة ▪ ترجمة المفردات والمركبات ▪ ترجمة الجمل الصغيرة	**24 Hours**
	Evaluation of above-mentioned skills	**(10 Marks)**
Module-4	**Translation through conversation & Expression : A Practical approach:** Iintroduction and Greeting التحية والتعارف ● Daily life الحياة اليومية ● Accommodation السكن ● Holidays العطلة ● The Health الصحة ● Bio data سيرة ذاتية ● Identity Card بطاقة هوية ●	**26 Hours**
	Evaluation of above-mentioned skills	**(12 Marks)**

Reference books:

1. Method of Translation by Prof. Moinudin Azami, Calicut
2. Translation Made Easy by Mohd. Quamruddin, U.P
3. The Essential Arabic: A Learner's Practical Guide by Rafi'el-Imad Fayan
4. A Practical Approach To The Arabic Language by Dr. W.A Nadwi
5. Translation for beginners by Dr.Abbas. K.P, Calicut

Title of the Course: Arabic Composing & Setting (Using Arabic Software & Websites)

Course Code**: SEC-III**

Course Objectives

- To enhance writing skills
- To develop typing skill in Arabic
- To develop structure of Arabic and feel confident communicating in Arabic in various situation
- To develop application of language skills in real-life contexts
- To develop written communication

Course Outcomes (CO)

By studying this paper students would be able to:
- Experience commercial vocabulary and technical language in the different domains
- The learner becomes aware of the major problems and difficulties of Arabic writing in MS Word
- Attain the theoretical and practical experience in Arabic computing
- Utilize the digital knowledge/ E- resources effectively for their chosen course of study
- Know the way of forming the sentences in accordance with the grammar of Arabic language
- Get lucrative jobs in various fields of business, diplomacy and academia
- Play their role in the development of society and cultural exchange between Arab and India

Module	Course content	Hours
Module-1	**Simple Essay Writing:** ▪ Expression in Arabic on simple topics like: • My family • My house • My village • My college • Tour; Gour, Adina, Hazardurai etc	**20 Hours**
	Evaluation of above-mentioned skills	**(10 Marks)**
Module-2	**Development of Typing Skills:** ▪ MS Word in Arabic ▪ MS Power Point in Arabic ▪ Arabic e-Library	**20 Hours**
	Evaluation of above-mentioned skills	**(08 Marks)**

Module-3	**Development of Paragraph Writing:**
	   ▪ Common animals
	   ▪ Great personalities
	   ▪ Important books
	   ▪ Historical places
	   ▪ Etc
		26 Hours

	Evaluation of above-mentioned skills	**(12 Marks)**
Module-4	**Comprehensive and Composition (Unseen):** ▪ Comprehensive composition practice with practical assignments	**24 Hours**
	Evaluation of above-mentioned skills	**(10 Marks)**

Reference books:

1. Arabic Typing Tutor, PCfone, V 3.3
2. Write it in Arabic by Naglaa Ghali
3. Introduction to Information Technology (مدخل إلى التقنية المعلوماتية) by Dr. Abdul Jaleel, Calicut
4. Rapidex (Arabic Version)

Assessment Methods

Components	Marks
Attendance	**04 marks**
Internal Examination	**06 marks**
Theoretical / Project / Dissertation/ Presentation	**40 marks**
Total	**50 marks**

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