

Pre-Ph.D. Course Work Examination 2016

Paper I

Research Methodology, Elementary Linguistics & Elementary Phonetics, and Modern English Grammar

Time: 3 hours

5 Credit/ 100 Marks

The theory paper is divided into three segments, viz.:

- (A) Research Methodology
- (B) Elementary Linguistics & Elementary Phonetics
- (C) Modern English Grammar and Usage

Section A & B will contain three questions each and section C will contain two questions. In all eight questions will be set and the candidates will be required to attempt five questions, i.e., two questions from section A, two from section B and one from section C.

Section A

Unit 1 Basic Principles of Research:

- (a) Meaning, Objectives and Types of Research, Research Methods versus Research Methodology, and Criteria of Good Research.
- (b) The Mechanics of Writing.
- (c) Documentation: Citing Sources in the Text and Preparing the list of Works Cited.
- (d) Primary and Secondary Sources.
- (e) Quotations, Citations and References and their uses.

Unit 2 Nature & Fundamental Principles of Research:

- (a) Problem Selection and Project Design.
- (b) Collection of Data and Material.
- (c) Problems of Method: Survey, Interview &

- Questionnaire.
- (d) Preparation of Synopsis
 - (e) Interpretation and Report Writing.

Section B

- Unit 3 Introduction to Linguistics:**
- (a) Linguistics: Meaning and Scope.
 - (b) Phonetics.
 - (c) Morphology.
 - (d) Syntax.
 - (e) Semantics.
 - (f) Stylistics.

- Unit 4 Elementary Phonetics:**
- (a) Phonetics and Phonology.
 - (b) Description and Classification of Consonants and Vowels.
 - (c) Syllable and its Structure.
 - (d) Word Accent, Strong and Weak Form Words.
 - (e) Accent and Rhythm in Connected Speech.
 - (f) Intonation.

Section C

- Unit-5 Modern English Grammar and Usage**
- (a) **Nouns, pronouns, and the basic noun phrase**
Noun classes; Determiners; Reference and the articles; Number; Gender; The genitive; Pronouns.

- (b) Verbs and the verb phrase**
Regular verbs and inflectional rules; Irregular verbs; Auxiliaries; Tense and aspect; Mood.
- (c) Adjectives and adverbs**
Adjectives, attributive and predicative; Adverbs as modifiers; Comparison and intensification; Correspondence between adjective and adverb; Adjective, adverb, and other word-classes.
- (d) Prepositions and prepositional phrases**
Place relations; Time relations; Other relations chiefly as adjunct, as disjunct, as complementation of verb or adjective.
- (e) Adjuncts, disjuncts, conjuncts**
Limiter and additive adjuncts; Intensifiers; Adjuncts of manner, means, and instrument, of place, of time; Style and attitudinal disjuncts; Conjuncts.
- (f) Coordination and apposition**
Ellipsis; Coordination of clauses; Coordination of phrases; Apposition; Non-restrictive apposition; Restrictive apposition.

Paper II

Computer Application

Time: 3 hours

3 Credit/ 50 Marks

UNIT - I

- (a) What is Computer, Evolution of Computers, their Classification & Limitations, Generation of Computers, Uses of Computers in Modern Society.
- (b) Characteristics and Types of Desktop, Laptop, Notebook, Palmtop, Workstation.
- (c) Block Diagram of Computer Processing System, CPU (Control Unit, ALU Registers).
- (d) Input Devices and Functions- Keyboard, Mouse, Track ball, Joystick, Digitizer, Tablet, Scanner, Digital Camera, OMR, OCR, Barcode Reader, Voice Input System, Light Pen, Touch Screen.
- (e) Output Devices and Functions - Characteristic & Types of Monitor, VGA, SVGA, XGA, LCD Screen, etc. Printers - Impact & Non-Impact Printers, Character Printer, Line Printer, Page Printer, Plotter.

UNIT - II

- (a) Introduction to Windows - Desktop Icons, Windows, Anatomy of a Window.
- (b) Parts of Windows Screen- The Title Bar, Minimize and Maximize Button, The Control Box, Scroll Bars, Scroll Buttons and Scroll Boxes.
- (c) Changing Screen Saver and Background, Application and Document Window, Changing Date & time.
- (d) My Computer, My Document, Recycle Bin, Creating Folder, Windows Explorer.
- (e) Searching, Moving Files, Copy, Delete and Rename Files, Creating Shortcuts.

UNIT – III

- (a) Introduction to MS-Word, Parts of MS-Word Windows (Title Bar, Menu Bar, Tool Bar, Ruler, Status Area) Creating New Documents, Opening an Existing Document.
- (b) Finding and Replacing Text, Moving and Copying Text, Page Setup, Margins and Gutters, Creating a Document Using Templates and Wizards.
- (c) Text Formatting - Changing Fonts and Font Sizes, Make Text Bold, Italic and Underline, Spacing, Centre, Right and Left Alignment, Page Breaks, Headers and Footers, Saving Documents.
- (d) Spell Checking, Printing, Creating a Table Using Table Menu- Entering and Editing Text, Selecting, Adding and Deleting Rows and Columns.
- (e) Changing and Shading Template and Wizards, Working with Graphics, Drawing Objects, Using Frames to Position Objects. Mail Merge.

UNIT - IV

- (a) Introduction to MS-EXCEL, Creating a Simple Worksheet, Entering Data into Worksheet, Computations in Worksheets, Printing the worksheet.
- (b) Creating Graphs and Charts, What-If Analysis (Data Sort, Fill, Query, Filter) Copying, Renaming, Moving, Adding and Deleting Worksheet.
- (c) Using Formulas and Functions - Formula, Characteristics of Formula, Entering Formula, Copying Formulas, Types of Functions (date, mathematical, logical, statistical), Function Wizard, Using Auto Format.

UNIT - V

- (a) Introduction to MS-POWERPOINT, PowerPoint Elements Templates, Wizards, Views and Color Schemes.
- (b) Exploring PowerPoint Menu, Adding Text, Adding Title, Adding Text Area, Resizing Text Boxes.
- (c) Adding a New Slide, Slide Transition Effects and Other Animation Effects, Starting a Slide Show, Saving Presentation, Printing Slide, Display of Slide Show.
- (d) Introduction to PageMaker, Title Bar, Menu Bar, Tool Box, Preparation of Documents Using PageMaker.
- (e) Master Page, Page Setup, Margin, Ruler & Guides, Formatting Fonts and Character Sets, Drop Cap, Spell Check & Find and Replace.

Paper III

Review of Published Research in the Relevant Field

3 Credit/ 50 Marks

This paper will consist of the review of atleast three published research works in the relevant field. In the absence of availability of the required number published research works the candidate may undertake the review of books/ awarded Ph.D. thesis in the relevant field.

Note: The candidate is expected to cite minimum 08 works (books/ research journals/Ph.D. Thesis) in each review.

Paper IV

Comprehensive Viva

4 Credit/ 50 Marks

Under this paper the candidate will have to appear for the comprehensive viva voce examination based on Paper I, II and III of the Pre-Ph.D. Course Work Examination before the examiners as approved by the Vice Chancellor.

Books Recommended:

1. Sandros, Chaney. : An Introduction to Research in English. New York. The Macmillan Co.: 1958.
2. Hillways, Tyrus. : Introduction to Research, Foster Young Miffin Co.: 1956.
3. Khandelwal, R.L. : Research Methodology: A Symposium Anand, Vallabh Vidhyapeeth: 1978.
4. Turabair, K.L. : A Manual for Writers of Term Papers, Thesis & Dissertation. Chicago: The University of Chicago.
5. Gibaldi, Joseph. : Handbook for Writers of Research Papers. New Delhi: Affiliated East West Press Pvt. Ltd. (8th ed.)
6. Corder, S.Pit. : Introducing Applied Linguistics, Middlesex, Penguin Education, 1973.
7. Halliday and Hasan R. : Cohesion in English London: Longman, 1976.
8. Halliday, M.A.K. : Linguistic Sciences and Language Teaching McIntosh, A. and Stevens, P. 1964
9. Hockett, C.F. : A Course in Modern Linguistics. New York: Macmillan, 1958.
10. Robins, R.H. : A Short History of Linguistics, London and New York Longman, 1979.
11. Searle, J.R. : Speech Acts. Cambridge Univ. Press, 1969.
12. Randolph, Quirk & A.H. Smith. : Some Aspects of Style, 1959.
13. Warner, Alan. : A Short Guide to English Style. London: Oxford UP, 1961.
14. Jones, D. : An Outline of English Phonetics. London: Cambridge University, Press.
15. Jones, D. : English Pronouncing Dictionary. London: Cambridge University, Press.
16. Hill, L.A. : Drills and Tests in English Sounds. Longman.
17. Halliday, M.A.K. : An Introduction to Functional Grammar (3rd ed.) Arnold, London, 2004.
18. Gimson, A.C. : An Introduction to the Pronunciation of English (6th Ed.) London: Edward Arnold, 2001.
19. O'Connor, J.D. : Better English Pronunciation, London: Edward Arnold, 1970.
20. Quirk, R. et al : A Comprehensive Grammar of English Language. London: Longman, 1995.
21. Verma S.K. and N. Krishnaswamy. : Modern Linguistics: An Introduction. 1989.

22. Greenhaum, S. : The Oxford English Grammar. Oxford: OUP., 1995.
23. Advian Akmajan, etal : Linguistics: An Introduction to Language and Communication. (fifth edition). New Delhi: Prentice Hall of Indian P. Ltd., 2004.
24. Randolph Quirk and Sidney Greenbaum. : A University Grammar of English. Chennai: Longman, 2000.
25. Kothari, C. R. : Research Methodology. New Delhi: New Age International (P) Limited., 2004.