

Programme Project Report (PPR) for PGDTE (Distance Mode)

1. Introduction:

This Programme project Report of the School of Distance Education, EFL University is a document prepared to introduce the PGDTE Programme (Distance Mode). It includes the details of:


- (a) Programme objectives and outcomes;
- (b) Nature of target group of learners;
- (c) Appropriateness of the programme with quality assurance for acquiring specific skills;
- (d) Programme content designing and developing;
- (e) Cost estimates for development of the programme;
- (f) Admission, delivery and evaluation norms; and
- (g) Quality assurance mechanism:

This document defines specific aims and objectives for the M.A. English Programmes. These Aims and Objectives demonstrate what has been planned and achieved. This document reflects meticulous planning, with clear deliverables and knowledge experiences to be gained.

2. The EFL University's Vision, Mission and Objectives:

a. Vision:

The EFL University's vision is to create an academic environment that fosters critical thinking in the humanities, by promoting new areas of research, innovative courses and teaching methods, academic flexibility with learner-centric approach, and providing students with resources and skills that would enable them to compete globally. Its vision also includes skill development in English and foreign languages for language teachers as well as professionals in various fields. It seeks to inculcate among students the values of social justice, participation in community life, and social responsibility through humanities education both as a field of knowledge and a practice of intervention.


कुल सचिव / Registrar
अंग्रेजी एवं विदेशी भाषा विश्वविद्यालय
The English and Foreign Languages University
हैदराबाद - 500 007.
Hyderabad - 500 007.


b. Mission:

The following statements encapsulate the Mission of the EFL University:

1. To help youth to empower themselves to their fullest potential and contribute to socially inclusive national development;
2. To prepare youth to meet the challenges of a knowledge society and equip them with skills to compete globally;
3. To be innovative in curricular design, methods of teaching, and curricular flexibility through CBCS and learner-centric approaches;
4. To strengthen and promote research in new inter disciplinary areas in the humanities and related disciplines;
5. To locate a team of research-focused faculty by providing opportunities and rewards for notable achievements, and
6. To provide open learning and non-formal learning in English and foreign languages, as part of its extension activities for skills development.

c. Objectives

1. To provide instructional facilities at par with international standards in the humanities, to enable the students to complete nationally and globally;
2. To provide international exposure to students through exchange programmes, collaborative research projects and joint degrees with leading foreign universities;
3. To train language teachers in methods and approaches appropriate to the Indian context, and to provide expertise in language education in the countries of the global South;
4. To produce innovative teaching learning materials in both print and electronic media;
5. To develop indigenous ways of testing language proficiency;
6. To promote research and knowledge upgradation in the faculty, by providing opportunities and logistic support
7. To promote social responsibility in students through extension activities and opportunities to participate in community life;
8. To provide students a holistic development through curricular and extracurricular activities;
9. To create a gender-sensitive and disabled- friendly environment for all members of the University community; and
10. To increase the revenue of the University by developing attractive and innovative curricular programmes and through consultancy.


कुल सचिव / Registrar
अंग्रेजी एवं विदेशी भाषा विश्वविद्यालय
The English and Foreign Languages University
हैदराबाद - ५०० ००७.
Hyderabad - 500 007.

3. Courses Offered:

The English and Foreign Languages University has prepared the following Programme Project Report for each Programme offered by School of Distance Education:

1. M.A. In English
2. Post Graduate Certificate Course in Teaching of English
3. Post Graduate Diploma in Teaching of English

Gorden

कुल सचिव / Registrar
अंग्रेजी एवं विदेशी भाषा विश्वविद्यालय
The English and Foreign Languages University
हैदराबाद - 500 009.
Hyderabad - 500 007.

Post Graduate Diploma in the Teaching of English (PGDTE)

(Distance Mode)

a. Programme's Mission and Objectives

This programme offers a significant set of opportunities for continuous professional development to participants who have successfully completed the PGCTE programme. The course materials have been written by experts in different areas of language teaching and learning from universities all over the country. The duration of the programme is for one year.

b. Relevance of the Programme with HEI's Mission and Goals

In the light of the Mission Statement above, PGDTE Programme is innovative in curricular design, methods of teaching and curricular flexibility through CBCS and Learner – centric approaches. The programme was introduced in 1975. It was designed:


1. To provide instructional facilities at par with national and international standards in the humanities, to enable PGCTE participants to compete nationally and globally;
2. To promote research and knowledge upgradation in the PGCTE participants, by providing opportunities of knowledge acquisition;
3. To provide PGCTE participants a holistic development through curricular frames and syllabus; and
4. To prepare students for the UGC NET & JRF exams, admission into research programmes of other universities within India and abroad.

c. Nature of Target Group of Learners

The programme also caters to the needs of diverse groups of participants located in diverse regions and diverse classes such as learners from low level of disposable income, rural dwellers, women and minorities who have little access to formal institutions of higher learning. After completing this programme successfully the participants are eligible to apply for the Ph D programmes in the EFL University as well as other universities in India and abroad.

d. Appropriateness of the Programme to be Conducted in Open and Distance Learning Modes to Acquire Specific Skills and Competence

- i) This programme is appropriate for in-service and pre-service teachers who have already done the PGCTE programme offered through Distance Mode and it makes advanced training and development opportunities available to them.
- ii) Courses in the PGDTE include, state of the art knowledge in the broad areas of Linguistics, Phonetics, ELT and Indian Writing in English. They are encouraged to take up


कुल सचिव / Registrar
अंग्रेजी एवं विदेशी भाषा विश्वविद्यालय
The English and Foreign Languages University
हैदराबाद - 500 006.
Hyderabad - 500 007.

projects as well, which helps them to write research proposals for Ph D or other such programmes and conduct research.

- iii) The course prepares the learners for transferable skills and competencies in areas such as teaching and action research, thus increasing their employment opportunities.
- iv) The programme helps develop skills in academic reading and writing and exposes the learners to diverse traditions of teaching methodology and linguistic traditions. The Stylistics course offered by the department in the PGDTE programme is a blend of literature and linguistics.
- v) Thus the Course reflects the academic, professional and occupational standards and benchmarks required for the field.
- v) This course is structured specifically to help learners acquire the skills for classroom teaching and testing, and is designed keeping in mind the needs of people who have no or little prior experience of teaching and research.

e. Instructional Design:

Curriculum design:

This course is prepared specifically to help participants acquire the skills for teaching and testing of English at the primary, secondary, tertiary and advanced levels in diverse geographical regions, and is designed keeping in mind the needs of participants who may have some or little prior experience of teaching English.

The course design is flexible with the possibility of students meeting the challenges of the course successfully either within one year or even two years according to their convenience.

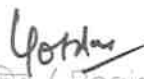
The students are given assignments with SLM and project outlines.

Throughout the year, the students have to do several assignments and they are encouraged to interact with the faculty telephonically, through personal contact or through online modes of communication in case they have any doubts. They also receive written and even oral feedback on their assignments.

In addition, the students are encouraged to attend a mandatory contact programme before the final examination is conducted.

Detailed Syllabi

For this programme participants will be required to do the following courses each consisting of three/four/five Blocks:


कुल सचिव / Registrar
अंग्रेजी एवं विदेशी भाषा विश्वविद्यालय
The English and Foreign Languages University
हैदराबाद - ५०० ००७,
Hyderabad - 500 007.

In this programme, one can opt for any five courses of their choice from a menu that comprises seven courses. There is also an option of doing a project report in an area in any one of these courses, in which case the participant has to choose only four courses. Each course carries seven credits. The participants choose 5 courses therefore the total credits for this programme is 35.

The seven courses offered are listed below out of which they to choose five


1. General and English Linguistics
2. The Phonetics of English
3. Principles of Language Teaching
4. Testing of Language and Literature
5. Indian Writing in English – 1
6. Indian Writing in English – 2
7. Stylistics

Course 1 General and English Linguistics

This course offers a more advanced knowledge of the theoretical perspectives on language and linguistics. This course enables participants to pursue research in linguistics, viz. in phonology, morphology and syntax. Many of the theoretical concepts in this course are a continuation of as well as an advancement on the theoretical concerns introduced and taught at the MA and PGCTE courses. This course has three blocks: Phonology, Morphology and Syntax. In Phonology, the students are not only told about the theoretical aspects of phonology, they are also given some experience of what phonologists do. The block deals with the following topics: Segments vs features, Phonological alternations, Form and notation of rules, and Syllable in phonology. In Morphology, the students are introduced to the fascinating world of word-formation. It has units on Morphology as study of word-formation, Compounding and Reduplication. In Syntax, some of the basic concepts of transformational (generative) or Chomskian syntax that had not been introduced in PGCTE are discussed. The block deals with X-bar theory, Binding principles, Empty categories and Logical form.

Course 2 The Phonetics of English:

This course basically takes the participants knowledge of Phonetics to a higher level from their exposure in the area at the PGCTE programme. It offers a detailed description of the allophonic variants of all the English phonemes, their significant features and use of diacritic marks. Participants are trained to identify and use the *phonemic* and the *phonetic* transcriptions. In addition to imparting knowledge of the syllable, word accent, rhythm and intonation and a number of morphophonemic processes it introduces the participants to the software PRAAT which helps to analyse speech. Further, it includes repetition practice in the digital language laboratory which helps to acquire the correct sound patterns, accent and intonation.


कुल सचिव / Registrar
अंग्रेजी एवं विदेशी भाषा विश्वविद्यालय
The English and Foreign Languages University
हैदराबाद - 500 009.
Hyderabad - 500 007.

Participants are trained to interpret a given speech wave and identify the phoneme/allophone, the stressed syllable and the kind of tone used. It helps immensely if one wishes to do research in Phonetics with instrumental evidence. This course ensures a smooth transition from knowledge of Articulatory Phonetics at the PGCTE level to acquiring a research orientation in the same.

Course 3 Principles of Language Teaching

This course disseminates advanced theoretical inputs on the new insights in the ELT as well as on integrating theory and practice. The focus is on introducing participants to communicative language teaching, alternative and other learner centred approaches to suit Indian classrooms in diverse contexts. The course aims at developing among the teachers the ability to analyze classroom settings and interactions and formulate strategies for effective classroom transactions by applying the insights from cognitive psychology and humanist approaches to education. It introduced teachers in a formal way to the individual learner factors and chart out ways of responding to diverse learning strategies used by learners.

Course 4 Testing of Language and Literature


This course prepared participants to take up the challenge of devising different ways of testing the language proficiency in the skills of learners in varied classrooms and educational/social settings. It highlights the difference between teaching and testing and explains the criteria of good language tests in all the areas of the four skills as well as grammar and vocabulary. It introduces the participants to the principles and practice of statistical analysis of data collected by them in their own educational settings. The course is intended to create professional competencies in participants necessary for being good evaluators. The knowledge and practical experience gained by the participants thorough this course enable them to be good teacher trainers themselves.

Course 5 Indian Writing in English – 1

This course introduces the participants to the diverse forms of English literature produced in India. It introduces them to literary critical and cultural approaches to the study of this particular literary tradition, known as IWE (Indian Writing in English). It gives them an extensive exposure to the drama and poetry in the pre- and post-independence period. It also introduces them to the post-colonial theory and opens up ways of interpreting literature.

Course 6 Indian Writing in English II

This course is a continuation of the Course in Indian Writing in English I but it chooses to focus on fiction and prose. leads to more in-depth discussions of particular literary texts chosen from the tradition and well as the emergent literary articulations. A special focus is provided on issues of Nation building, Caste and Canon formation. Dalit autobiographical writing also is a significant component of the course.


कुल सचिव / Registrar
अंग्रेजी एवं विदेशी भाषा विश्वविद्यालय
The English and Foreign Languages University
हैदराबाद - 500 009
Hyderabad - 500 007

Course 7 **STYLISTICS**

This course introduces participants to the approaches in stylistics to interpret and teach literature in nuanced ways. It sensitizes teachers to the different techniques required for understanding and interpretation of literary language and texts. There is a focus on the emergence of stylistics as a discipline and the theoretical concerns underscored by the functional, post colonial and post modern approaches to the study of style. This as a distinctively different course because it is interdisciplinary and combines insights from both literary critical and linguistic approaches to the study of literature. Participants are trained to develop a deep and complex understanding of the relationship between language, imagination and literary-cultural forms of articulations.

Detailed syllabi

COURSE 1 GENERAL AND ENGLISH LINGUISTICS

Block I: Phonology

Segments vs. features
Phonological alternations
The form and notation of use
Syllable in phonology

Block II: Morphology

Morphology as a study of word formation: Common word forming processes
Word formation: Compounding
Word formation: Reduplication

Block: Syntax

Constituent structure
Interpretation of noun phrases
Empty categories
Logical form

COURSE 2 THE PHONETICS OF ENGLISH

Block I: Allophonic variants

Phonemes revisited
Allophonic variants of plosives
Allophonic variants of fricatives and affricates
Allophonic variants of nasals, laterals, and /r/
Allophonic variants of semi-vowels and vowels

Block II: Word-accent

Syllable
Accent
Word-accentual patterns-1
Word-accentual patterns-2
The word in connected speech

Block III: Rhythm and intonation

Rhythm in English
Form and manifestation of intonation
Functions of intonation
Varieties of English

COURSE 3 PRINCIPLES OF LANGUAGE TEACHING

Block I: Approaches and Methods in Language Teaching

Methods: Integrating theory and practice
CLT: Teaching language for communication
Alternative participative approach
Learner-centered approaches

Block II: Psychology for Language Teachers

Cognitive development
Humanism
Memory
Motivation

Block III: Classroom Interaction

Understanding classroom interaction
Analysing classroom interaction
Classroom interaction techniques

COURSE 4 TESTING OF LANGUAGE AND LITERATURE

Block I: Basic Concepts in Language Teaching

What is language testing?
Objectives of teaching and testing
What is a good language test?
Techniques of testing

Block II: Testing Grammar and Vocabulary and Listening and Speaking

Testing Grammar
Testing Vocabulary
Testing Listening
Testing Speaking

Block III: Testing Reading and Writing, Language through Literature and Literature

Testing Reading
Testing Writing
Testing Language through Literature
Testing Literature

Block IV: Statistics for Language Teachers

Basic statistical measures
Statistical measures for item analysis
Standardizing language tests

COURSE 5 INDIAN WRITING IN ENGLISH – 1

Block I: Introduction

English in India
IWE and English Studies Now

Block II: Drama

The History of Indian Plays and English
The Early Dramatists
The Frontrunners
The Playwrights of Today

Block III: Poetry

Indian Poetry in English
Indian English Poetry After Independence

COURSE 6 INDIAN WRITING IN ENGLISH – 2

Block I: Introduction

English in India
IWE and English Studies Now

Block II: Fiction

Background and themes
Kanthapura and *The Guide*
Salman Rushdie and the Emergence of Postmodernism

Block III: Prose

Nation, Caste and Canon
Dalit Autobiography in English

COURSE 7 STYLISTICS

Block I: History, Theories and Definitions

A brief history of Stylistics – 1
A brief history of Stylistics – 2
Definitions and theories of Style

Foregrounding

Block II: Stylistic Analysis

Poetry

Fiction

Drama

Stylistics and the Teaching of Literature

Block II: Language, Literature, Culture and Ideology

Feminist Stylistics

Postcolonial Stylistics

Duration of the Programme

- i. The duration of the programme is one year.
- ii. If the participants are not able to complete the required number of assignments and submit them within the stipulated deadlines, they will be given another year to submit the assignments and then only they become eligible to attend the contact programme and take the examinations.
- iii. However, if the participants are still not able to submit the assignments by the end of the second year, they will have to re-register in order to be on rolls for yet another year.

Faculty and Support Staff Requirement


The School of Distance Education has three departments, viz. Department of Literatures in English, Department of Linguistics and Phonetics and the Department of English Language Teaching.

The total number of teaching faculty in the School is 13 and assistance is obtained from other teaching faculty members from other departments of the University.

In addition, the School of Distance Education is supported by around ten Academic Counselors for each course of the programme.

There are 11 non-teaching staff members with whose support the administrative work of the Programme is conducted.

Students are also encouraged to attend various extension programmes organized by the EFL University, such as talks, scholarly talks and discussions, films etc.


कुल सचिव / Registrar
अंग्रेजी एवं विदेशी भाषा विश्वविद्यालय
The English and Foreign Languages University
हैदराबाद - ५०० ००७,
Hyderabad - 500 007.

Instructional Delivery Mechanisms:

All instructional materials are sent by post to all the participants enrolled on the programme along with audio materials where necessary.

Identification of Media/Print/ Audio/ Video, online, computer aided

Participants are encouraged to obtain online reference materials as well as support materials with the help of online links provided by the teachers.

Student Support Service Systems

The participants are facilitated to contact the faculty and office over telephone and email. If students are not able to use email due to living in remote areas, they can contact the teacher directly over their phones or meet them in person.

The School maintains a library and a small computer centre exclusively for the use of distance learners enrolled on the programme. The participants can also avail themselves of the facilities available on the campus, such as the Library, Health Centre, Canteen, Mess, Bookshop, playgrounds and Counselling Centre.

Credit Hours/Modules of the Programme

There are 5 courses and each course carries 7 credits. Therefore, the total number of credits is 35.

f. Procedure for admissions

All PGCTE participants are eligible to apply for PGDTE provided they meet the criteria fixed by the School of Distance Education.

There is no entrance test for admission to the programme.

The students can download application form from the University website (www.efluniversity.ac.in) during the stipulated time. The students can also contact or write to the office of the Dean, School of Distance Education (email: eflu_sde@rediffmail.com) for application forms and other information.

Curriculum Transaction

The transaction of curricula is sought through the SLMs and contact Programme.

Mode of evaluation

Evaluation is done in both modes, Formative (assignments) and Summative (final examination) in addition to practical work.

Self assessment of learners is encouraged through in-text questions in the SLMs.

The performance of the learners in each course will be assessed on the basis of

- i. assignments per course
- ii. end of course examination
- iii. the relative weight of (a) and (b) above will be 25% and 75%
- iv. to pass a course the learners have to successfully complete the requirement of both (a) and (b)
- v. completion of assignments within the stipulated deadlines is a mandatory requirement for appearing in the final examination.

Each of the assignments will be graded and sent back to the learners. The purpose of these assignments is to help learners ensure that they have really grasped the subject matter of the blocks, and also to guide them. The tutor will write comments which will explain the grade they scored.

The grades learners are given for the assignments for each course comprise 25% of the total assessment. On the basis of the grades given to them for each assignment, their overall grade for each course is worked out. This grade comprises the Internal Assessment for each course.

The examinations comprise the remaining 75% of the assessment. That is their final result is computed on the basis of their grades in both assignments and the final examination. It is not enough if they pass in the internal assessment or examination alone.

There will be a contact-cum-examination programme every year. Attendance at the contact sessions and examination is mandatory.


There is a provision for Make-up examination for students who, because of a medical emergency or extenuating circumstances beyond their control, are unable to take part or whole of the final examination.

The purpose of the contact sessions is primarily to clarify problem areas. During the contact programmes teachers will go through the Blocks in all the courses to clear the problem areas in each Unit. Learners should have studied all the Blocks before they attend the contact programme as it will be followed by the examination and they will not have time to prepare after the contact sessions. As stated above the purpose of the contact sessions is to clarify any doubts learners may have before appearing for the examination.

g. Laboratory Support and Library Resources

The university has research facilities recognized by the state/ national/international universities to cater to the needs of the participants: A digital language laboratory, a Phonetics laboratory and two labs for Computational Linguistics which are provided with the state of the art equipment and software.

In addition to the university library, the School of Distance Education has an internal library with some necessary books and copies of journals and other resources. . There is Internet


कुल सचिव / Registrar
अंग्रेजी एवं विदेशी भाषा विश्वविद्यालय
The English and Foreign Languages University
हैदराबाद - ५०० ००७.
Hyderabad - 500 007.

facility for the office staff, students, for each faculty and in the student support centre, for students. There are four class rooms. There are digitalize classromms. There is a computer Lab exclusively for the department/ school which was set up with the help of the DEB funds (Formerly DEC). Our students also have access to the university's Digital Language Lab, Phonetics Lab. and Computer Lab. Both the faculty and the students make use of the university's Digital Language Lab, Phonetics Lab. and Computer Lab to carry on the analysis of the date for research in languages.

h. Cost Estimates for Development of the Programme

Programme	Programme Development	Delivery	Maintenance	Total
PGDTE	Rs 3,00,000	Rs 1,50,000	Rs 9,00,000	Rs 13,50,000

Admission, Delivery and Evaluation Norms:

Fee Structure:

Fee structure for Indian Nationals:

	General/ OBC	SC/ ST
Registration fee	Rs. 200/-	Rs. 200/-
Tuition fee (including examination fee)	Rs. 1100/-	Rs. 550/-
Student Welfare Fund	Rs. 2700/-	Rs. 1350/-
Development Fund	Rs. 1200/-	Rs. 600/-
Postage	Rs. 1000/-	Rs. 1000/-
Total programme fee	Rs. 6200/-	Rs. 3700/-
Cost of application form	Rs. 500/-	Rs. 250/-

Differently-abled (VHC/PHC) students have to pay only the Registration fee and the postage.

Fee structure for foreign nationals (including SAARC nationals)			
	Sponsored Students Rs.	Self-financed students from Non-SAARC countries Rs.	Self-financed students from SAARC countries (excluding India) Rs.

कुल सचिव
अंग्रेजी एवं विदेशी भाषा विश्वविद्यालय
The English and Foreign Languages University
हैदराबाद - 500 008.
Hyderabad - 500 007.

Registration fee	200	200	200
Tuition fee	2200	2200	1650
Examination fee	500	500	500
Students' welfare fund	4200	4200	2700
Computer, internet and sports fund	500	500	
Reserve fund	41900	41900	4000
Development fund	4200	4200	
Postage for all non-Asian countries	8000*	8000*	
Postage for other-Asian countries	5000	5000	
Postage SAARC countries			1000
Medical Insurance/need/help		2000	2000
Total Programme fee	58,700 (\$1277)	60,700 (\$1320)	12,050 (\$262)
	61,700* (\$1342)	63,700* (\$1385)	
Cost of application form	500 (\$11)	500 (\$11)	500 (\$11)

Other Information:


Refund of Fee:

Total programme fee will be refunded to the candidates who are ineligible for admission or, for any other reason, are not admitted to the programme.

Application for admission should be made in the prescribed form (an application form can also be downloaded) and mailed to The Dean, School of Distance Education, The English and Foreign Languages University, Hyderabad-500 007.

Academic calendar:


Serial No.	Name of the Activity	From	To
1.	Admission	August	October
2.	Distribution of SLMs	November	December
3.	Contact Programmes	November	November
4.	Assignment Submission	May	August
5.	Examination	November	
6.	Declaration of result	February	March


 कुल सचिव / Registrar
 अंग्रेजी एवं विदेशी भाषा विश्वविद्यालय
 The English and Foreign Languages University
 हैदराबाद - ५०० ००७.
 Hyderabad - 500 007.

i. Quality Assurance Mechanisms:

The School aims to continuously enhance the standards of curriculum and instructional design by taking steps in the following directions:

- i. Upgrading all our courses from correspondence mode to open and online mode, while still retaining the correspondence mode for the sizeable population that still needs them.
- ii. Creation of audio and video material supplements for all our courses.
- iii. Increasing the enrollment for all our courses, and offering customized modules to cater to different needs.
- iv. Revising and upgrading the existing SLMs in the light of suggestions made by members of the Boards of Studies
- v. Incorporating insights from new knowledge and research areas within the disciplinary boundaries of each subject for revision of materials every three years
- vi. Collecting feedback regularly from the participants, Academic Counsellors and tutors as well as subject experts in diverse disciplines within the EFL University and outside for revision of SLMs and assignments.
- vii. Obtaining approval of the higher academic bodies of the University for the programmes, course structures and detailed syllabi


कुल सचिव / Registrar
अंग्रेजी एवं विदेशी भाषा विश्वविद्यालय
The English and Foreign Languages University
हेदराबाद - 500 007.
Hyderabad - 500 007.