

# **BOARD OF SCHOOL EDUCATION HARYANA**

## **Syllabus and Chapter wise division of Marks (2024-25)**

**Class: XI**

**Subject: English (Special)**

**Code: 503**

### **General Instructions:**

1. There will be an Annual Examination based on the entire syllabus.
2. The Annual Examination will be that of 80 marks and 20 marks weightage will be given for Internal Assessment.
3. For Internal Assessment:

The Periodic Assessment will include:

- i) For 6 marks- Three SAT exams will be conducted and will have a weightage of 06 marks towards the final Internal Assessment.
- ii) For 2 marks- One half yearly exam will be conducted and will have a weightage of 02 marks towards the final Internal Assessment.
- iii) For 2 marks- Subject teacher will assess and give maximum 02 marks for CRP (Classroom Participation) towards the final Internal Assessment.
- iv) For 5 marks- A project work will be given to the students and a weightage of 05 marks will be given towards the final Internal Assessment.
- v) For 5 marks- Students will be awarded 05 marks for attendance as per the following criteria:

Above 75% to 80% - 01 marks

Above 80% to 85% - 02 marks

Above 85% to 90% - 03 marks

Above 90% to 95% - 04 marks

Above 95% - 05 marks

## Course Structure (2024-25)

**Class: XI**

**Subject: English (Special)**

**Code: 503**

| Sr. No.                    | Section | Skill         | Content                               | Marks      |
|----------------------------|---------|---------------|---------------------------------------|------------|
| 1.                         | A       | Reading Skill | Comprehension<br>of Unseen<br>Passage | 20         |
|                            |         |               | Précis Writing                        | 20         |
| 2.                         | B       | Writing Skill | Letter Writing                        | 20         |
|                            |         |               | Paragraph<br>Writing                  | 20         |
| <b>Total</b>               |         |               |                                       | <b>80</b>  |
| <b>Internal Assessment</b> |         |               |                                       | <b>20</b>  |
| <b>Grand Total</b>         |         |               |                                       | <b>100</b> |

## Month wise Syllabus Teaching Plan (2024-25)

**Class: XI**

**Subject: English (Special)**

**Code: 503**

| Month     | Name of Units/<br>Chapters  | Activities Suggested  | Teaching<br>Periods | Revision<br>Periods |
|-----------|---|---|---------------------|---------------------|
| April     | Basic Information about letter: formal and informal   | Draw a poster on simple topic of letter in form of activity | 20                  | 4                   |
| May       | Format: subject and receivers address, salutation for informal and formal body and concluding line, complimentary closure, signature line                                   | Prepare English Notebook                                    | 20                  | 4                   |
| June      | Project work on informal letters  |   |                     |                     |
| July      | Official letter: Letter to editors  | Prepare English Notebook                                    | 20                  | 4                   |
| August    | Start a new topic of paragraph- introduction structure, example topic sentence supporting details concluding sentence planning for paragraph                                | Draw a chart with different picture of paragraph            | 20                  | 4                   |
| September | Example- A visit to hill station, historical place, zoo, railway station, Trade fair, Science exhibition, morning walk, accident scenes, festival topics, famous leaders... | Draw a poster regarding topic with beautiful Picture        | 16                  | 8                   |
|           | Half Yearly Exam  |   |                     |                     |

|          |   |   |      |       |
|----------|---|---|------|-------|
| October  | About yourself, environment and nature, argumentative   | Draw a chart on various public problems                               | 20   | 4     |
|          | essay, public problems like corruption and bribes. Public affairs smoking, tobacco, play PUBG, pollution due to urbanization etc. |   |      |       |
| November | Discuss Comprehension with question answer and multiple-choice question answer  | Write question answer and multiple-choice question answer in notebook | 20   | 4     |
| December | Subject content 1. Definition of précis writing rules, tips 2. Difference between comprehension and précis writing                | Draw a chart of topic with heading sub heading and title.             | 20   | 4     |
| January  | Give revision example of précis writing examples of title subtitle and summary  | Prepare a workbook regarding different topic of précis writing.       | 20   | 4     |
| February | Revision  |   |      | 24    |
| March    | Annual Examination  | -----   | ---- | ----- |

**Note: Subject teachers are advised to direct the students to prepare notebook of the Terminology/Definitional Words used in the chapters for enhancement of vocabulary or clarity of the concept.**

Prescribed Books:

1. Longman English Grammar
2. Basic English Grammar
3. Martin English Grammar
4. A practice book of English Grammar and Composition
5. A practice book of English Grammar (A Textbook of the Punjab School Education Board)

## Question Paper Design (2024-25)

Class: XI

Subject: English (Special)

Code: 503

Time: 03 Hrs.

| Sr. No. | Section | Skill         | Content                         | Marks | Number of Questions | Description                   |
|---------|---------|---------------|---------------------------------|-------|---------------------|-------------------------------|
|         | A       | Reading Skill | Comprehension of Unseen Passage | 10    | 2                   | All questions are compulsory. |
|         |         |               | Précis Writing                  | 10    | 2                   | All questions are compulsory. |
| 2.      | B       | Writing Skill | Letter Writing                  | 10    | 2                   | Attempt any two out of three  |
|         |         |               | Paragraph Writing               | 10    | 2                   | Attempt any two out of four   |
| Total   |         |               |                                 |       | 8                   | 80                            |