

SEC Semester: I (Arabic)

Course Title: Basic Communication Skills in Arabic

Course Code: ARB-SEC-MJ-101

Total Credits: 3

Course Outcomes:

Outcomes of the course are as follows:

- Knowledge of vocabularies related to communication.
- Ability to express himself and construct basic sentences.
- Acquisition of basic communication skills.

Course Objectives:

Objectives of the course are to enable student to:

- Acquire basic Arabic vocabularies related to communication.
- Ask and answer questions about personal information.
- Converse in different situations.

Proposed Model of the Course

	Topic	Course Content	Total 90 Hours
Module-1	Vocabularies	Basic vocabularies related to communication	20
Module-2	Expression	Personal introduction, greetings, expressing thanks, excuses and opinions.	30
Module-3	Conversation	Arabic conversation practice	40

Reading List:

- تعليم العربية للناطقين بغيرها الكتاب الأساسي الجزء الأول، جامعة أم القرى، مكة المكرمة، 2008
- العربية للحياة الكتاب الأول، ناصف مصطفى عبد العزيز ومحي الدين صالح، عمادة شؤون المكتبات- جامعة الملك سعود، الرياض، 1994
- الكتاب التمهيدي في تعليم العربية لغير الناطقين بها الجزء الأول، محمد صبحي عيس و محمد سعيد الأبرش وعامر وليد السباعي ومؤمن توفيق العنان، مركز اللسان الأم، ابو ظبي، الإمارات العربية المتحدة، 2016
- Let's Speak Arabic S A Rahman Goodword Books, New Delhi, 2014
- দৈনন্দিন আরবী কথোপকথন ড. মুহাম্মদ ফজলুর রহমান, রিয়াদ প্রকাশনী, ঢাকা, 2019

Websites

- <https://learning.aljazeera.net/en>
- <https://learnarabiconline.ksu.edu.sa/>

Note: The faculty is free to select teaching materials/ passages from books, newspapers and journals, audio and video in consultation with HoD/In-Charge.

Draft Syllabus of SEC
SEC Semester: II
(Arabic)

Course Title: Essential Skills in Arabic

Course Code: ARB-SEC-MJ-201

Total Credits: 3

Course Objectives:

Objectives of the course are to enable student to:

- Acquire vocabularies and terminologies in Arabic and English.
- Able to understand Arabic text and basic grammars.
- Able to write sentences and paragraphs understand unseen passages.
- Able to translate basic sentences from Arabic into English and vice-versa.

Course Outcomes:

Outcomes of the course are as follows:

- Knowledge of important vocabularies and terminologies in Arabic and English.
- Ability to understand Arabic text and basic grammars.
- Ability to write sentences and paragraphs in Arabic and able to understand unseen passages.
- Ability to translate basic sentences from Arabic into English and vice-versa.

Proposed Model of the Course

	Topic	Course Content	Total 90 Hours
Module-1	Vocabularies and Terminologies	Vocabularies and Terminologies in Arabic and English	15
Module-2	Reading Skills with Applied Grammar	Al Jadeed fil Lughatil al Arabiyate Part 1 Lesson 05 to 12	25
Module-3	Paragraph Writing	My Family, My College, My Village, Great Personalities, Important books, Historical Places etc.	25
Module-4	Translation	Translation of basic sentences from Arabic into English and vice-versa	25

Reading List:

- الجديد في اللغة العربية، الجزء الأول والثاني، الأستاذ سيد احسان الرحمن, يونيو/يون بفس، نيو دلهي، 2022
- دروس اللغة العربية للمبتدئين، زبير أحمد فاروقي، فرحانه صديقي، حبيب الله خان، عبد الماجد قاضي، قومي كونسيل برائے فروغ اردو زبان، نيو دلهي، 2018
- Teach Your Self Arabic, S.A. Rahman, Good Word, New Delhi, 2010.
- আরবি- ইংলিশ স্পীকিং কোর্স, অলিউর রহমান চাঁদপুরী, দারুস সালাম পাবলিকেশন, কালিকাতা, ২০০১
- আরবি ব্যাকরণ, ড. মুহাম্মদ ফজলুর রহমান, রিয়াদ প্রকাশনী, ঢাকা, ২০১০

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Syllabus of SEC SEC
Semester: III
(Arabic)

Course Title: Communication and Translation Skills in Arabic

Course Code: ARB-SEC-MJ-301

Total Credits: 3

Course Objectives:

Objectives of this course are to enable students to:

- Develop effective Arabic listening and speaking skills.
- Write well-structured letters and applications in Arabic.
- Acquire abbreviations and terminologies in Arabic and English.
- Translate social, political, business, and cultural news from Arabic to English and vice versa.

- **Course Outcomes:**

Upon successful completion of the course, students will be able to:

- Demonstrate effective Arabic listening and speaking skills.
- Write well-structured letters and applications in Arabic.
- Apply key Arabic and English abbreviations and terminologies accurately.
- Translate social, political, business, and cultural news from Arabic to English and vice versa.

Model of the Course

	Topic	Course Content	Total 90 Hours
Module-1	Listening and Speaking Skills	Listening and practising conversations between friends, teacher & student, in a hotel, market, hospital, etc.	20
Module-2	Writing Skills	Writing of Letters & Applications to Father/ Mother, Friend, Principal, Teacher, Manager of Company, Inspector of Police, etc.	25
Module-3	Abbreviations and Terminologies	Abbreviations and Terminologies: Arabic to English and vice versa	20

Module-4	Journalistic Translation	Translation of (social, political, business, and cultural news) from Arabic to English & vice versa.	25
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Reading List:

- دروس في الترجمة الصحفية من العربية إلى الإنكليزية، حبيب الله خان، دار سلمان للطباعة والنشر، نيو دلهي، 2019.
- الترجمة الإنجليزية العربية المتقدمة: نصوص مختارة، مجيب الرحمن، مؤسسة براؤن بكس ببلشرز، عليجراه، 2023.
- اللغة العربية الوظيفية، الوحدة ٣ والوحدة ٤، شفيق أحمد خان، وفرحانه طيب صديقي، وحبيب الله خان، المجلس القومي لترويج اللغة الأردنية، نيو دلهي، 2002.
- اللغة العربية الوظيفية، الوحدة ٧ والوحدة ٨، شفيق أحمد خان، وحبيب الله خان، ونسيم أختري، المجلس القومي لترويج اللغة الأردنية، نيو دلهي، 2003.
- العربية للكبار في تعليم اللغة العربية لغير الناطقين بها، محمد جمال سلام
- A Dictionary of Abbreviations (Eng-Arabic), S. A. Rahman, Wise Publication, New Delhi, 2005.
- Let us speak Arabic, S. A. Rahman, Good Word, New Delhi, 2002.
- Teach Your Self Arabic, S.A. Rahman, Good Word, New Delhi, 2010.
- দৈনন্দিন আরবী কথপোকথন, ড. মুহাম্মদ ফজলুর রহমান, রিয়াদ প্রকাশনী, ঢাকা, 2019
- আরবি- ইংলিশ স্পীকিং কোর্স, অলিউর রহমান চাঁদপুরী, দারুস সালাম পাবলিকেশন, কালিকাতা, ২০০১
- আরবি ভাষা ব্যাকরণ, মাওলানা মোহাম্মদ আমিন উল্লাহ, আল আরাফাহ পাবলিকেশন্স, ৩০/৩২ নর্থব্রুক হল রোড, বাংলাবাজার, ঢাকা-১১০০

Websites

- <https://learning.aljazeera.net/en>
- <https://learnarabiconline.ksu.edu.sa/>
- <https://www.madinaharabic.com/videos/>

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