

**SARDAR PATEL UNIVERSITY**  
**Programme & Subject: Bachelor of Education (English)**  
**Semester: I**  
**Syllabus with Effect from: June-2010**

<b>Paper Code: UE01CBEE08</b>	<b>Total Credit: 2</b>
<b>Title Of Paper: Written Expression</b>	

<b>Unit</b>	<b>Description in Detail</b>	<b>Weightage (%)</b>
	Formal Writing - leave application, minutes, reports.	50%
	Informal Writing - Informal letters to friends, relatives, essay writing, paragraph writing	50%

