



Sree Narayana Mangalam College Maliankara

(Affiliated to Mahatma Gandhi University, Kottayam)

CERTIFICATE COURSE SYLLABUS

Certificate Course in Spoken English

Duration: 30 Hours

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INTRODUCTION

English enjoys the status of a global language and mastery of the language can bring a vast array of opportunities to the students. Proficiency in English and excellent communication skills enhance students' employability. Keeping in view the increasing importance of English for career purposes, the department of English has designed its certificate courses. The Certificate Course titled "Certificate Course in Spoken English" is designed as 30 hours training programme. The students will be given training in the presentation skills to enrich the English proficiency of the learners. The faculty from the department will give the classes. Content and interactive videos to enhance linguistic competency of the learners will be provided by the faculty of the department. The students' progress will be monitored and recorded from time to time. This course aims to develop students' ability to use English accurately, appropriately and fluently both for face-to-face and telephone communication in academic, social and professional situations.

Objectives of the Course

- To enhance the speaking skills of the learners by enhancing the pronunciation of the learners.
- To make the students confident enough to speak in English in various situations.
- To make the learners fluent speakers of English.
- To develop the students' ability to use English for performing some of the most common communicative functions in academic, social and professional situations.

Course Overview

- Familiarizes students with the sounds of English.
- Attempts to familiarize students with the different accents.
- Attempts to improve students' spoken English
- Introduces learners to the nuances of oral communication

Duration of the course: 30 Hours

Syllabus

Module1 – 10 Hours

- Preparatory session
- Sounds and symbols in English

Module 2 – 5 Hours

- Oral Communication
- Art of small talk

Module 3 – 5 Hours

- Face to face Conversation
- Telephone Communication

Module 4 – 10 Hours

- Role Play
- Public Speaking

Assesment Method

Assignments

Oral Tests

Assesment

Suggested Reading

- English Language and Communication Skills by Sanjay Kumar and Pushp Lata
- Communication Skills in English by V. Sasikumar, P.Kiranmai Dutt and Geetha Rajeevan
- Critical Thinking, Academic Writing and Presentation Skills by Marilyn Anderson, Pramod K. Nayar and Madhucchanda Sen