

**Shikshan Mandal, Karad
Mahila Mahavidyalaya, Karad**

**Centre for Skill Development
Certificate Course in Spoken English
(2023-24)**

Syllabus

Duration: 3 Months

Time: 1 hour / week

Objectives:

- To develop vital spoken and written language skills required for personal, social and professional interactions.
- To help the learners recognize and operate in various styles and registers in English.
- To help the learners get rid of the flaws in pronunciation and grammar.
- To impart better writing skills by sensitizing the learners to the dynamics of effective writing.
- To build up the learners' confidence in oral and interpersonal communication by exposing them to attitudinal and behavioural aspects and to build the same through activities.
- To empower the learners with essential skills for placement

Outcomes:

After completing the course the students will be able to:

- learn vital spoken and written language skills
- recognize and operate various styles and registers in English
- develop pronunciation and grammar
- empower themselves with essential skills for placement

Module 1: Vocabulary Building

- Word Classes
- Vocabulary building (through picture-reading, etc.)
Practical

Expected outcome:

Students will -

- develop vocabulary.
- learn correct pronunciation
- understand appropriate usage of words
- learn synonyms , antonyms, etc.

Module 2: Tenses

- Verb Patterns and Types of Tenses
- Basic Sentence (Clause) Pattern
- Usage of Tenses through Picture reading / Activities
- Narration –
Listen to a short segment of Audio Clip and narrate the same.
Watch a short segment of a Video Clip and narrate the same.
- Narration – Personal Experiences, etc.
Practical

Expected outcome:

Students will -

- understand the appropriate usage of tenses
- have listening practice
- learn narration

Module 3: Types of Sentences

- Simple
- Compound
- Interrogative
- Exclamatory
- Imperative
- Complex
Practical

Expected outcome:

Students will -

- learn sentence formation
- understand the usage of sentences appropriate to the situation.
- develop writing skills.

Module 4: Situation Based Conversation

- Introduction: Self and Others
- Enquiry
- Request
- Suggestions
- Instructions
- Gratitude and Apology
Practical

Expected outcome:

Students will learn soft skills

Evaluation:

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|-----------------|----------|
| 1. Oral Test | Marks 30 |
| 2. Written Test | Marks 70 |