

College Name: - Dr. Annasaheb G.D. Bendale Mahila Mahavidyalaya, Jalgaon

Department: - English

Title: - Certificate Course in Spoken English

Coordinator of the course: - Ms. Mitalee Khivaiya Ahire

Course Objectives:-

- To enhance the learner's communication skills by giving adequate exposure to LSRW.
- To familiarize students with the function of grammatical aspects used in spoken language.
- To train students to use the English language with confidence & without committing errors.
- To improve fluency in English through regular practice and speaking drills.

Duration of the Course: 45 Hours

Fees: 100/- Rs.

Intake Capacity: - 30 students per batch

Eligibility Criteria: - H.S.C. Passed

Syllabus:-

Part I: Basic Grammar

Tenses – Structure and Usages
Active and Passive Voice
Direct and Indirect Speech
Degree of Comparison
Articles and Prepositions
Model Auxiliaries

Part II: Activity Based Teaching -Learning

Vocabulary
Common Errors
Introduction – Self & others
Role Play
JAM – Just a Minute
Group Discussion
Make the Story
Describe the Picture
Describe prominent landmarks from your area of residence

Dumb Charade
Field Drills on the Campus
Spontaneous Elocution – Pick the Chit
Situational Dialogues
Video & Audio Clips
Apps & Educational Websites

Course Outcomes:-

- The course will heighten the students awareness of correct usage of English grammar in spoken English.
- The course will improve students' ability in spoken English both in terms of fluency and comprehensibility
- On completion of the course the students will be able to deal with the major aspects of skills in spoken English.
- Students will attain and enhance competence in spoken English.

Suggested Books:-

- The Quick and Easy Way to Effective Speaking by Dale Carnegie.
- English and Communication Skills, Book-I by Kuldip Jaidka, Alwinder Dhillon and Parmod Kumar Singla.
- Practical English Usage by Michael Swan
- Better English by Norman Lewis

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Course Co-ordinator
CCSE

