

# **English Language Skills**

## **Course Contents to be Covered**

### **Listening Skill**

For practicing the listening skill, participants will be given practical environment through

- 1 Software**
- 2 Websites**

### **Speaking Skill**

- 1 Phonetics**
- 2 Presentations**
- 3 Role Play**
- 4 Group Discussions**
- 5 Story/Event Telling**

### **Reading Skill**

- 1 Reading Comprehension**
- 2 Reading Techniques**
- 3 Newspaper Reading & Review**
- 4 Reading for Ideas & Vocabulary**

### **Writing Skill**

- 1 Tenses**
- 2 Passives**
- 3 Modal Verbs**
- 4 Conditionals**
- 5 Complex & Compound Sentences**
- 6 Parts of Speech**
- 7 Suffixes & Prefixes**
- 8 Event Writing**
- 9 Paragraph Writing**

## **Procedure and Requirements:**

The participants must abide by the following institutional rules and regulations regarding Attendance, Assignments, Quizzes and below given procedures:

- 1 Class participation: participants should come to class well prepared, having read the material assigned. They are encouraged to ask questions, make comments, and participate in class discussions.
- 2 Attendance: Participants are required to attend classes on regular basis. Institute policy will be followed when any student misses more than 2 classes, the participant may not be awarded certificate for the course.
- 3 Group Activity: Groups of participants will be formed for certain group activities. Each participant is expected to bear his/her “fair-share” of the work in the group.
- 4 Assignments: Participants are required to complete and submit their class and home assignments within the stipulated time to avoid inconvenience.
- 5 Quizzes: Surprise quizzes as well as pre-informed quizzes will be conducted to check the level of preparation of participants for classes.