



# Spoken

# English

## Course Schedule

SYLLABUS	CLASS START	CLASS DURATION
Introduction to Communication	1	1
<b>Grammar and Sentence Patterns</b>		
Basic English Sentence Patterns	2	1
Parts of Speech and their Uses and Gerund	3	1
Preposition, Determiners, Article, Modal	5	1
Tenses and their Uses	6	1
Types of Sentences	7	1
Communicative Sentence Pattern, Tag Question, If clause and conditional sentences	8	1

<b>Accent Training</b>		
Phonetics and Pronunciation	10	1
<b>Communication Patterns</b>		
Introducing one self and others	11	1
Greeting, Good byes and Invitation	12	1
Making Request, Expressing Gratitude, Expressing Sympathy etc.	13	1
Complementing and Congratulating and Apologizing etc.	14	1
Asking for Information, Seeking Permission, Complaining and expressing Regret, Giving Direction etc.	15	1
<b>Vocabulary</b>		
Word Formation, Suffix and Prefix	16	1
Idioms and Phrasal Verbs	17	1
Contraction, Tongue Twister and Slangs	18	1
Synonym and Antonym and their uses	19	1
<b>Speaking English for the Real World/ Public Speaking</b>		
Using English in Real life Situation	20	1
Extempore and Group Discussion	23	1
Telephone Skill	25	1
Speech and Debate	26	1
Translation Through Fims	28	1
<b>Pre Job Training</b>		

Business Correspondence	29	1
Writing Minutes and Circular	30	1
Application for Jobs, CV Writing, Email Drafting	31	1
Interview Skills, Interview Q & A	32	1
Listening and reading comprehension	33	1
<b>Personality Development</b>		
Building Confidence and Developing Presentaion Skill	35	1
News Reading	37	1
Radio Talk	38	1
Manner and Etiquettes, Dress code and Colour Pattern	39	1
<b>Skill Test</b>	<b>40</b>	<b>1</b>