



English for all

SYLLABUS

Basic English (From Level-1 to Level -3)

This course consists of three modules:

1. Basic English
2. Intermediate English
3. Advanced English

BASIC ENGLISH:

It consists of basic spoken English that lays a strong foundation for good English. This course is suitable for students, homemakers or beginners. This course is an introduction to the basic vocabulary and grammar through which you can attain the skills required to start the next stage of learning English.

- Introduction to spoken English Skills
- Art of introducing oneself
- Art of meeting/greeting/parting
- How to communicate with strangers
- Use of some courtesy words (sorry, thank you, excuse me, pardon etc.)
- Lecture on manners/soft skills/ body language
- Welcome a guest/ see someone off (parting)
- Concepts of the English alphabet, English sounds
- Learning basic words and forming sentences with them
- Learning verbs and forming sentences with them.
- Identifying subject and predicate in a sentence identifying and using parts of speech
- Basic use of has/have/had
- Basic use of do/does
- Pronunciation and usage of basic words

- About articles /Omission of Articles
- Basic concept and Application of Tenses
- Reading short and simple paragraphs with understanding
- Tips on writing skills (through activities)
- How to write short Paragraphs (with the help of given guidelines)
- Punctuation, capitalization, commas etc
- Verb Tenses
- Auxiliary verbs

Promotion to Intermediate English

COURSE DETAILS

- Primary concepts of communicative English Grammar
- Art of meeting/greeting/parting
- How to communicate with strangers
- Use of some courtesy words (sorry, thank you, excuse me, pardon etc.)
- Lecture on manners/soft skills/ body language
- Welcome a guest/ see someone off (parting)
- Identifying and using parts of speech effectively in sentences in different situations
- Learning Vocabulary – Formation of words – Pronunciation
- Basic use of has/have/had
- Using auxiliary verbs
- Understanding and using Tenses
- Understanding and using Modal Verbs
- Transformation of sentences (negative, Interrogative and Interrogative Negative, etc)
- Use of let/ Let's
- Emphatic words/sentences.
- Brief Idea of Phonetic transcription/syllables
- Uses and omission of Articles
- Applications of Infinitive
- A detailed Study of Gerund

- A detailed study of the participle
- Change Gerund Form- to Infinitive form and Vice versa
- Idioms and Phrasal Verbs
- Tips on writing skills (through activities)
- Different Modes of writing
- How to write Paragraph(with the help of given guidelines)
- How to compose stories- (with the help of given words)
- Conversation practice, group activities and presentations

Promotion to Advanced English:

DETAILS OF THE COURSE

- **Group Discussion:** Tips on effective group discussion, Importance of GD
- **Debates:** Tips on an effective debate
- **Making Speech**
- **Situational conversation:** chit-chat, walk n talk etc.

Role Play:

- Meeting at the office
- At the doctor's
- Buying vegetables/Grocery/garments
- Interaction Based on Current affairs
- Visit a Friend in Hospital
- Interviewing foreign dignitaries

Activities to improve Reading and speaking skills

- Picture reading to narrate story/incident
- Reading for scanning, skimming, inferences
- Reading newspaper as the base for further discussion
- Interview Skill

Language basics

- Sub/verb/object/complement
- Word – sentence – structure Pattern
- Word Inflection
- Tenses and their applications

- 5 types of sentences
- Emphatic words/sentences
- Brief Study – Phrase/Clause/Idiom/Proverb
- Articles: use & omission
- Using Passive voice
- Causative verb
- Expression of time
- Expression of cost
- It takes adjective to do something
- Detailed study of get+ V3 / get + Infinitive
- Sense of Persuasion
- Applications of Infinitive
- Detailed Study of Gerund
- Detailed Study of Participle
- Change Gerund Form – Infinitive form and Vice versa
- 10 types of Conditional sentences
- **Phonetic** : Introduction to Consonant and Vowel Sounds and Intonation
- A brief idea of Phonetic transcription/syllabus
- Pronunciation and usage of frequently used words

Writing skills

- Different Modes of writing
- How to write Paragraph (with the help of given guidelines)
- How to compose stories – (with the help of given words)
- How to make Diary entries
- Notice Writing (Format + drills)
- Report Writing (Format + Drills)
- Letter Writing/Resume writing
- Email/ SMS etiquette
- Self-review
- Note-taking
- Note-making

Personality Enhancement

- Dress Code and Body language,
- Managing Stress,
- Meeting Decorum
- Presentation Skill

**Full Course Duration:
210 Hours**



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Thank You

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