

SYLLABUS :-

The aim of this foundational course is to help the second language learners acquire fluency in both spoken and written English to communicate messages with clarity, precision and confidence in the workplace. The course will have three components: Language, Speaking and Writing. The skills required in these areas will be imparted through Lectures and Sessionals. While lectures will introduce learners to the basic concepts in communication, sessionals will provide hands-on experience. It is hoped that after commanding the skills required in spoken and written English, learners will be able to communicate better.

Section A (lecture topics)

Introduction to communication, Language and grammar skills, speaking skills, Writing skills

Section B (Sessionals)

Building Vocabulary, Building sentences, Grammar, Pronunciation drills, Phonetics, vowels, Diphthongs, consonants, Stress, Rhythm and intonation, Conversational skills, Meta Language, the writing process, Writing with a thesis, Writing topic sentences, Writing a paragraph, linking paragraph.