



KABIKANKAN MUKUNDARAM MAHAVIDYALAYA

KESHABPUR, HOOGHLY

ADD ON COURSE OFFERED BY DEPTT. OF ENGLISH

From 01/02/2023 to 17/02/2023

Course Title: ENHANCING COMMUNICATIVE ENGLISH SKILLS

Course Duration: 30 Hours

Course Coordinator: Probhat Chandra Hazra, Asstt. Professor and HOD, Deptt. Of English

Course Objectives: The four major objectives of the course are to -

1. Develop Proficiency in Key Communication Skills
2. Enhance Vocabulary and Grammar Knowledge
3. Cultivate Effective Communication Strategies
4. Increase Job Accessibility and Career Opportunities

Course Outcomes: This 30-hour add-on course is designed to improve participants' proficiency in Communicative English. Through a combination of interactive lectures, group discussions, practical exercises, and real-world simulations, participants will enhance their speaking, listening, reading, and writing skills. The course will also focus on building vocabulary, grammar, pronunciation, and cultural awareness to enable effective communication in various contexts.

Module 1

Introduction to Communicative English (3 Hours) 01/02/2023

1. Overview of the course objectives and structure
2. Importance and relevance of communicative skills
3. Basic principles of effective communication
4. Introduction to key components: speaking, listening, reading, and writing

Module 2

Speaking Skills Development (6 Hours) 02/02/2023 -03/02/2023

1. Techniques for improving pronunciation and intonation
2. Practice in expressing ideas clearly and confidently
3. Role-plays and simulations for real-life communication situations
4. Feedback sessions for individual improvement

Module 3

Listening Comprehension (2 Hours) 04/02/2023

1. Strategies for active listening and comprehension
2. Different accents and dialects in English
3. Note-taking and summarizing skills

Module 4

Reading for Understanding (4 Hours) 07/02/2023

1. Techniques for effective reading comprehension
2. Vocabulary building through extensive reading
3. Analyzing different types of texts: articles, essays, fiction, etc.
4. Critical thinking exercises based on reading material

Module 5

Writing Skills Enhancement (4 Hours) 08/02/2023 & 10/02/2023

1. Structuring and organizing ideas in written form
2. Grammar and syntax: common mistakes and how to avoid them
3. Practice in writing different genres: emails, letters, essays, etc.





Module 6

Vocabulary Expansion (3 Hours) 11/02/2023

1. Strategies for learning and retaining new vocabulary
2. Building vocabulary through word roots, prefixes, and suffixes
3. Contextual usage and collocations
4. Vocabulary games and activities

Module 7

Cultural Awareness and Communication (4 Hours) 15/02/2023

1. Understanding cultural nuances in communication
2. Etiquette in formal and informal communication settings
3. Cross-cultural communication challenges and strategies
4. Role of culture in language use and interpretation

Module 8

Presentation and Assessment (4 Hours) 16/02/2023

1. Preparation and delivery of oral presentations – 30%
2. Evaluation of communicative skills through presentations – 20%
3. Final assessment via home assignment – 40%
4. Attendance – 10%

Awarding of certificates to successful participants- 17/02/2023

Suggested Readings:

1. *English Grammar in Use* by Raymond Murphy
2. *Word Power Made Easy* by Norman Lewis
3. *The Oxford Guide to Effective Writing and Speaking* by John Seely
4. *Listening Effectively* by John A. Kline

Coordinator
IQAC

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Teacher in Charge
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