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GOBINDA PRASAD MAHAVIDYALAYA

P.O. AMARKANAN • Dist. BANKURA • Pin-722133 (W.B.)

(NAAC Accredited 'B+' College)

G.P.M/151/2019

18/12/2019

To
The Hon'ble Vice Chancellor
Bankura University
Purandarpur, Bankura

Sub: Prayer for grant of permission for Introduction of Spoken English Course In collaboration with Bankura University

Respected Sir,

I am pleased to inform you that we are earnestly willing to introduce a Spoken English course in collaboration with your University for the benefit of the students of this locality. Our college is situated in Amarkanán, Bankura which is mostly dominated by tribal and educationally backward population who, I believe, would be greatly benefitted by the introduction of such a course.

In view of the above, you are kindly requested to grant us permission for the same. We would be highly obliged if you kindly allow us to introduce the course in collaboration with your University.

Thanking you in anticipation,

Yours faithfully,

Approved
18/12/19

[Signature]
Principal
18/12/19

Dated: 18 Dec 2019
Place: Amarkanán

Gobinda Prasad Mahavidyalaya
Principal
Gobinda Prasad Mahavidyalaya
Amarkanán, Bankura



**GOBINDA PRASAD MAHAVIDYALAYA
ESTD-1985, NAAC ACCREDITED B+
PO-AMARKANAN, BANKURA**

SYLLABUS

Six Month Certificate Course in Spoken English

Conducted by Department of English, Gobindaprasad Mahavidyalaya in collaboration with Bankura University

Level: I Spoken English

- ✓ Importance of Spoken English: Indian and Global Context, Native and Non-native accents of English and issue of Intelligibility
- ✓ Aspects of English Pronunciation: Individual sounds- Vowels and consonants
- ✓ Phonemic Transcription
- ✓ Features of Connected Speech: Word Stress, Rhythm and Intonation
- ✓ Fluency in Spoken English: Rate of Speaking, Volume of voice, Pitch, Articulation, Clarity of Expression, Lack of Hesitation, Confidence
- ✓ Speaking Politely in English: Use of Can, Could, May, Might, Will, Would, Excuse Me, Sorry, Thanks and Please in expressing Requests, Gratitude, Compliments, Agreement, Disagreement etc.

Level: II Spoken English

- ✓ Definitions and Functions of Communication, Types of Communication: Interpersonal, Group communication, Mass communication
- ✓ Maxims of Good conversation
- ✓ Characteristics of a competent speaker
- ✓ Styles of Speaking
- ✓ Interview and Group Discussion
- ✓ Speaking with Confidence: Ways to Overcome Speech Anxiety, Building Credibility as a Speaker, Competence,
- ✓ Situational Conversations: Meeting People, Greetings, Introducing Yourself, Introducing People, Saying Thanks

BREAK UP OF THE SYLLABUS:

I. Phonology of English:

Objectives:

- a. To enable the students to acquire phonetic skills required for oral skills
- b. To give ear training to students to help them to listen sounds which are not their regional language
- c. To acquaint the students with the phonological structure of modern English
- d. To orient the students to word accents and speech rhythm and spoken English.

Topics:

1. Phonemes, consonants, Vowels and Diphthongs
2. Phonetic transcription of words and sentences
3. Syllables and CVC Pattern
4. Rules for Word Accents
5. Weak forms and Strong forms
6. Accent patterns in connected speech
7. Intonation: Rising tone, Falling Tone etc .

Practical Test will include:

1. Loud reading of a poem/ passage.
2. Pronunciation of words
3. Observation of accent and pronunciation of a given text.

Suggested Reading:

- a. Bansal R.K and Harrison J.B Spoken English for India. Orient Longman, Mumbai, 2000
- b. J.D O' connor. Better English Pronunciation. Universal Book Stall. New Delhi, 2001
- c. A.S Hornsby. Oxford Advanced Learner's Dictionary for Current English . Oup.,1989

II. Conversation in English:

Objectives:

- a. To improve communicative competence of the students
- b. To enable the students to converse in their life situations
- c. To train the students to use english for the practical purposes

Topics:

A. Patterns

1. Greetings
2. Introducing Oneself
3. Invitation
4. Making Request
5. Expressing Gratitude
6. Complimenting and congratulating
7. Expressing sympathy
8. Apologizing
9. Asking for Information
10. Seeking Permission
11. Complaining and Expressing Regret

B. Using English in Real Life Situation

1. At the Bank/ Post Office/ College
2. At the Green Grocer
3. At the Temple
4. At the College Canteen or Restaurant
5. At the Police Station
6. At the Railway Station/ Bus Station
7. At the Medical Shop
8. At the Library
9. Interviews
10. Booking a Room in a Hotel
11. At the Travel Agency

Practical test will include:

- ✓ All the topics in Part B that Uses English in Real practical Life situations

Suggested Reading:

- a. Z.N Patil. English for Practical Purpose. Macmillan Ind Ltd.
- b. G. Radhakrishna Pillai, K Rajeevan. Spoken English for You. CIEFL. Emerald Publication
- c. Dr. Saraswati. Success With Spoken English for Undergraduates. Commonwealth University Books
- d. Bygate. M. speaking. Oxford University Press

III. Basic English Grammar

Objectives:

- a. To acquaint learner with the modern English Usage
- b. To take remedial steps to correct the errors that enter s the Learner's Language system while learning English as a foreign language.
- c. To make aware of the peculiarities of English language

Topics

1. Parts of Speech and their Uses
2. Word formation
3. Tenses and their Uses
4. Articles and their Uses
5. Types of sentences and sentence patterns
6. Synonyms and their Uses
7. Antonyms and their Uses

Practical Test will include:

1. Definition of terms such as noun/adjective/adverb
2. Synonyms
3. Antonyms
4. Word Formation

Suggested Reading:

- a. Geoffrey Leech, Margaret Deushar. English Grammar Today
- b. W. S Allen. Living English Structure
- c. P.C Wren and H. martin High School English Grammar and Composition. S chand company Mumbai ,2006

IV. Applied English

1. Comprehension
 2. Precis
 3. Paragraph Writing
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