

Skill Enhancement Courses (SEC) For Communicative English/Spoken English

Skill Enhancement Courses are offered from Semester III onwards. Each course has the weightage of 4 credits and is structured into 4 units.

Semester: III

Skill Enhancement Course: 1 (SEC-1)

English Language Teaching--1 (ELT-1)

Unit I: Introducing Phonetics and Phonology

- The Speech Mechanism
- Phonemes: Consonants, Vowels and Diphthongs
- Phonetic transcription of words and sentences
- Identification of Phonetics symbols and production of English speech sounds

Unit II: Functional Grammar

- Verbs and its Types
- Tenses and their use
- Conditionals, Modals and Auxiliaries
- Use of definite and indefinite articles
- Use of Propositions
- Word Formation: Antonyms and Synonyms

Unit III: Communication Skills

- Introduction to Communication
- Types of Communication (Verbal and Non-Verbal)
- Face to Face communication and Telephonic Communication
- Barriers to Communication

Unit IV: Conversation in English

Greeting

Introducing Oneself

Invitation

Making Request

Expressing Gratitude

Complimenting and Congratulating

Expressing Sympathy

Apologizing

Asking for Information

Seeking Permission

