

DEPARTMENT OF ENGLISH
HENRY BAKER COLLEGE, MELUKAVU
CERTIFICATE PROGRAMME

Programme Code : **HBC/ENG/CP01/2019-20**

Title of the Programme : **Communications Skills in English**

Name of the Faculty in Charge: **Prof. Dona Sebastian**

Instructional Hours: **30 Hours**

SYLLABUS
(100% Theory)

Objective:

On completion of the course the students:

- 1. Will be able to interact in English with standard pronunciation, accent and intonation.*
- 2. Will be able to use English in various life situations*

Module I : Phonetics I

The sounds of RP- the English vowels, consonants, diphthongs **(10 Hours)**

Module II : Phonetics II

Word stress – sentence stress – Intonation **(10 Hours)**

Module III : English in Everyday Life

Greeting people – Asking questions – Making clarifications – Polite requests- Requesting and granting permission – expressing gratitude- Apologizing - Self introduction – Introducing people – Telephone conversations **(10 Hours)**

Suggested Readings:

1. Peter Roach *English Phonetics and Phonology*
2. Daniel Jones *The English Pronouncing Dictionary*
3. T. Balasubrahmanian *A Textbook of English Phonetics for Indian Students*
4. Grant Taylor *English Conversation Practice*
5. A. J. Hoge *Effortless English*