

**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