

CERTIFICATE COURSE IN COMMUNICATIVE ENGLISH

NON- SEMESTER

ELIGIBILITY OF THE COURSE A Pass in Plus Two

DURATION OF THE COURSE Six Months

Aims & objectives:

1. to enable the students to pronounce correctly
2. to speak fluently
3. to converse and communicate effectively
4. to introduce persuasive writing.
5. to familiarize the students with characteristics of effective writing.

Paper I: Pronunciation

Speech Mechanism.

Vowels and Consonants

Voice and accent training

Verbal

Oral communication

Written communication

Paper II: Non- verbal

Body language; Eye contact;

Gestures; Postures; Kinesics

Speaking and Writing practice

Use of language lab, Role play, Conversational practice

Sentence formation

Paragraph writing, Essay writing

Books for Reference

1. Jack Allsop. *Cassell's Students' English Grammar & Exercise*. Oxford. The Alden Press, 1983
2. Jack Allsop. *Cassell's Students' English Grammar*. Oxford. The Alden Press, 1983
3. Joseph, et al: *A Comprehensive Grammar of Current English*. New Delhi. Inter University Press, 1996
4. Nesfield. C.J. *English Grammar Composition and Usage*. India. Macmillan,
5. Prasad. V. *Advanced Communication Skills*. New Delhi. Atma Ram Publications, 2002.
6. Smith, B. *Body Language*. Delhi: Rohan Book Company, 2004

QUESTION PAPER PATTERN

Time: 3 hrs.

Max marks: 100

Section A: 5X 20=100 marks

I. Answer the questions given below:

Two alternative questions from each unit (five units) and on the whole ten questions may be asked.

Answer the questions from 1 to 5 choosing either (a) or (b).

1. (a) or (b)

2. (a) or (b)

3. (a) or (b)

4. (a) or (b)

5. (a) or (b)

Same question paper pattern may be followed for all the TWO papers.