

**DEPARTMENT OF ENGLISH AND OTHER EUROPEAN
LANGUAGES
DR. HARISINGH GOUR VISHWAVIDYALAYA
(A CENTRAL UNIVERSITY),
SAGAR**



**CERTIFICATE COURSE IN SPOKEN ENGLISH
SYLLABUS**

2017-18


DEPARTMENT OF ENGLISH,
Dr. Har Singh Gour Vishwavidyalaya
SAGAR [M. P.] 470003

SYLLABUS

CERTIFICATE COURSE IN SPOKEN ENGLISH

A General Introduction to the Program:

Certificate Course in Spoken English will be of 08 Credits. The minimum period to complete the Program, Certificate Course in Spoken English is - 01 Semester, while the maximum duration allowed to complete it is - 2 Semesters.

Scheme of Examination

The Semester Examination shall comprise of the following Components:

- | | |
|---|------------|
| 1. Mid Semester Examination | : 20 Marks |
| 2. Internal Assessment (Oral Examination) | : 20 Marks |
| 3. End Semester Examination | : 60 marks |

Note: To be eligible to appear in the End Semester Examination, a student must appear in Mid Semester Examination and Internal Assessment.

Assessment:

I) Internal Assessment:

An Oral examination will be conducted by an Oral Board duly constituted by the Head of the Department, and will be chaired by the Course Coordinator. The distribution of marks for internal assessment shall be as follows:

- | | |
|--|------------|
| (i) Evaluation of the Oral Examination | : 15 Marks |
| (ii) Attendance | : 05 Marks |

The marks for attendance shall be awarded as follows:

- | | |
|--------------------------|------------|
| (i) 75% and below | : 00 Mark |
| (ii) > 75% and upto 80% | : 01 Mark |
| (iii) > 80% and upto 85% | : 02 Marks |
| (iv) > 85% and upto 90% | : 03 Marks |
| (v) > 90% and upto 95% | : 04 Marks |
| (vi) > 95% | : 05 Marks |

The End Semester Examination shall be of three hours and shall comprise of the following sections:

- | | |
|---|--|
| Section A (Compulsory) | : 10 Objective-Type questions of 1 Mark each. |
| Section B (With Internal Choice) | : Four Questions to be answered out of six.
Each question shall be of 5 marks. |
| Section C (With Internal Choice) | : Three Questions to be answered out of five,
where each question shall be of 10 marks. |

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SYLLABUS
Certificate Course in English
COURSE SUMMARY

<u>Paper Codes</u>	<u>Paper Titles</u>	<u>Total Credits</u>
EEL-CD-111	Phonology and Basic English Grammar	04
EEL-CD-112	Conversation in English	04



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Certificate Course in Spoken English
Paper - I
Phonology and Basic English Grammar
EEL-CD-111

LTPC
4 0 1 4

Objective:

1. To enable the students to acquire phonetic skills required for oral skills.
2. To give ear training to students to help them to listen sounds which are not there in their regional languages
3. To acquaint learner with the modern English Usage
4. to make them aware of the peculiarities of English Language.
5. To orient the students to word accents and speech rhythm and spoken English.

Topics:

Unit I : Phonemes: Consonants, Vowels and Diphthongs

Unit II: Phonetic transcription of words and sentences, Syllables and CVC pattern

Unit III: Rules for word accents, Weak form and Strong form, accent pattern in connected speech, Intonation: Rising tone, Falling tone etc.

Unit IV: Parts of Speech and their uses, Tenses and their uses, Articles and their uses,

Unit V: Word Formation, Types of sentences and sentence pattern.

Internal Assessment:

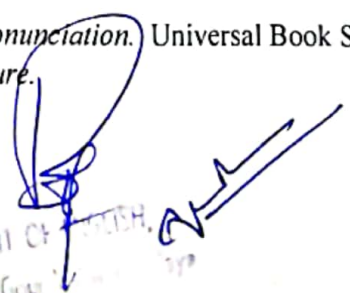
- I. Loud reading of a poem/ passage
- II. Pronunciation of words
- III. Observation of accent and pronunciation of a given text.
- IV. Definition of terms such as noun/ adjective/ adverb
- V. Synonyms and Antonyms

Essential Reading:

1. Bansal R.K. and Harrison J.B. *Spoken English for India*. Orient Longman, Mumbai, 2000.
2. Daniel Jone. *English Pronunciation Dictionary*. 15th Edition. Roach. P. & Hartman J. eds. Cambridge UK: ambridge University Press, 1997.
3. Katamba, F. *An Introduction to Phonology*. Longman, 1989.
4. Geoffrey Leech, Margaret Deushar. *English Grammar Today*.
5. P.C. Wren and H. Martin. *Highschool English Grammar and Composition*. S. hand Company, Mumbai, 2006.

Suggested Reading:

1. T. Balsubramanian. *A Textbook of English Phonetics for Indian Students*. Macmillian, New Delhi, 1999.
2. J. D. O'Connor. *Better English Pronunciation*. Universal Book Stall, New Delhi, 2001.
3. W. S. Allen. *Living English Structure*.


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Certificate Course in Spoken English
Paper II
Conversation in English
EEL-CD-112

LTPC
3 0 1 4

Objective:

1. To improve communicative competence of the students
2. To enable the students to converse in their life situations
3. To train the students to use English for the practical purpose.

Topic:

Unit I : Patterns: Greeting, Introducing Oneself, Invitation, Making Request, Expressing Request, Complimenting and Congratulating,

Unit II : Patterns: Expressing Sympathy, Apologizing, Asking for Permission, Seeking Permission, Complaining and Expressing Regret.

Unit III : Using English in Real Life Situation : at the Bank/ Post Office/ College Office, at the Green Grocer,

Unit IV : Using English in Real Life Situation : at the temple, at the college canteen or restaurant, at the Police station, at the Railway Station/ Bus Station, at the medical shop,

Unit V: Using English in Real Life Situation: at the Library, Interviews. Booking a Room in a Hotel, at the Travel Agency.

Internal Assessment:

All the topics in Unit III, IV and V that is Using English in Real Life Situations.

Essential Reading :

1. Z. N. Patil. *English for Practical Purpose*. MacMillan Ind. Ltd.
2. G. Radhakrishna, Pillai, K. Rajeevan. *Spoken English for You*. CIEFL. Emerald Publication.
3. Bygate, M. *Speaking*. Oxford University Press.

Suggested Reading :

1. K. S. Smita, Annie Pothan. *English Conversational Practice*. Terling Publication Pvt. Ltd.
2. Dr. Saraswati. *Success with Spoken English for Undergraduates*. Commonwealth University Books.


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