

Syllabus

(Course Name: *Development of Language Skills*)

The value added programme 'Development of language Skills' is a modest attempt initiated by the Department of English, Dr. B.K.B. College in association with IQAC with a view to developing students' command over the skills of English Language especially in the field of speaking and writing and helping them to be good or competent user of the language. Hence, the approach is purely practical and the teacher is only a facilitator. The duration of the programme is of three months or 45 classes or at least 30 hours. The Department of English prepares the schedule of on line or off line classes without disturbing the normal classes. The classes are of interactive nature so that the target group get ample opportunity to participate and develop their language skills. In the process of training there has always been scope for self-assessment through home assignment, project, classroom activities etc. but there is no place for formal examination. Only a Course Completion Certificate is provided to the aspiring students who are found regular in the classes held and show some sort of proficiency in the said field.

- I. **Introduction:** Aims and Objectives of Teaching/learning English language in India today; Importance of English Language; English as a National and International Link language, English as a Library Language, English Language as a pre-requisite for a Job.
- II. **Development of Skills:** Skills of English Language – Listening, Speaking, Reading and Writing.
- III. **Development of Listening Skill:** Sub skills of Listening Skill. Drills for development of sub-skills of Listening skill in English.
- IV. **Development of Speaking skill:** Sub skills of speaking skill. Drills for development of sub-skills of Speaking skill in English.
- V. **Development of Reading Skill:** Sub skills of Reading Skill. Drills for development of Reading skill in English.
- VI. **Development of Writing Skill:** Sub skills of Writing Skill. Drills for development of Writing skill in English.
- VII. **Communication Skills:** What is communication, Types of communication, Essentials of Oral and Written communication.
- VIII. **Telephone Skill:** Receiving and understanding telephonic communication, following and giving instructions.

IX. Interviewing and Public Speaking: Preparation for and face an interview, Public speaking.

X. Project, Home Assignment, Field Work: The teachers are to prepare and to guide the students to do project, home assignment or field work according to their linguistic level.