Foundation Course - 6

COMMUNICATION SKILLS AND SOFT SKILLS-2 (CSS -2)
COURSE CONTENT(30 hours)

CSS 02 aims at improving the speaking skills of the learner. For many learners of English, the sound-spelling relationship of the language appearsanarchic. Another problem many Indian learners face is English word accent. Unit I and Unit II help learners overcome these problems to a great extent. The remaining units are on the two productive skills, speaking and writing. The techniques of day-to-day conversations and the important characteristics of interviews and GDs presented in this course strengthenthe learner's speaking skills. The last unit presents various aspects of presentation in writing.

Unit I: Pronunciation - 1
The Sounds of English

Unit II: Pronunciation – 2
1. Word Accent
2. Intonation

Unit III: Speaking Skills -1
1. Conversation Skills
2. Interview Skills
3. Presentation Skills
4. Public Speaking

Unit IV: Speaking Skills -2
1. Role Play
2. Debate
3. Group Discussion

Unit V: Writing Skills
1. Spelling
2. Punctuation
3. Information Transfer
   - Tables
   - Bar Diagrams
   - Line Graphs
   - Pie Diagrams
   - Flow Charts
   - Tree Diagrams
   - Pictures