

Yeshwant Mahavidyalaya, Seloo, Dist. Wardha

Syllabus of English Spoken Certificate Course

Session 2023-2024

Aims and Objectives

- (i) To be able to speak English fluently and accurately.
- (ii) To think in English and then speak.
- (iii) To be able to talk in English.
- (iv) To be able to compose freely and independently in speech.

	Syllabus of English Spoken Certificate Course Hours -30 (Credit -2)
	Unit I
1.	Subject
2.	Object
3.	Verb
4.	Complement
5.	Phrase
6.	Sentence
	Unit II
1.	Parts of Speech
2.	Articles
3.	Preposition
4.	Types of Sentences
5.	Tenses
6.	Change the Voice
7.	Narration
8.	Modals
	Unit III
1.	Greeting
2.	Introducing Oneself
3.	Invitation

4.	Expressing Gratitude
5.	Apologizing
6.	Asking and Seeking Information
7.	Complaining and Expressing Regret
8.	Making Request
	Unit III
1.	Communication at the Bank
2.	Communication at the College Campus
3.	Communication at the College Canteen
4.	Communication at the Railway Station
5.	Communication at the Bus Stop
6.	Communication at the Library
7.	Practice

Recommended Books:

1. Spoken English by Vikram Khanna
2. How to Write & Speak Effective and Fluent English by Dr. Anil Bapna
3. Word Power Made Easy by Norman Lewis
4. Everyday English for Grown –Ups by Michelle Finley
5. Think English Speak English by Julian Northbrook
6. How to Improve English Speaking by Marvin Wiese

Course Coordinator
Prof. Arjun N. Khobragade

Officiating Principal
Dr. Sandip B. Kale

Yeshwant Mahavidyalaya, Seloo, Dist. Wardha

English Spoken Certificate Course

Teaching Plan - Session : 2023-2024

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Sr. No.	Teaching Planning of English Spoken Certificate Course	Hours -30 (Credit -2)
	Unit I	Hours – 6
1.	Subject	1 Hour
2.	Object	1 Hour
3.	Verb	1 Hour
4.	Complement	1 Hour
5.	Phrase	1 Hour
6.	Sentence	1 Hour
	Unit II	Hours – 8
1.	Parts of Speech	1 Hour
2.	Articles	1 Hour
3.	Preposition	1 Hour
4.	Types of Sentences	1 Hour
5.	Tenses	1 Hour
6.	Change the Voice	1 Hour
7.	Narration	1 Hour
8.	Modals	1 Hour
	Unit III	Hours – 8
1.	Greeting	1 Hour
2.	Introducing Oneself	1 Hour
3.	Invitation	1 Hour

4.	Expressing Gratitude	1 Hour
5.	Apologizing	1 Hour
6.	Asking and Seeking Information	1 Hour
7.	Complaining and Expressing Regret	1 Hour
8.	Making Request	1 Hour
	Unit IV	Hours – 8
1.	Communication at the Bank	1 Hour
2.	Communication at the College Campus	1 Hour
3.	Communication at the College Canteen	1 Hour
4.	Communication at the Railway Station	1 Hour
5.	Communication at the Bus Stop	1 Hour
6.	Communication at the Library	1 Hour
7.	Practice	2 Hours

Recommended Books:-

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