CAPACITY BUILDING AND SKILL ENHANCEMENT INITIATIVES TAKEN BY THE INSTITUTION.

Name of the Course: Vocabulary Building & Language Growth.

Course Coordinator: Mr. Aniruddha Lahiri. Assistant Professor, BCRCP.

Course Level: Certificate Course (Offline)

Total Credit Hours: 40.


Course Objective:

- Vocabulary Building.
- Communication Skills Enhancement.

Course Outcome:

- Students will be able to communicate in English fluently.
- The course will help the students to build a strong vocabulary.
- The course will help the students to crack job interview easily with confidence.
- It will enable the students to prepare themselves for different competitive exams.
- The students will learn to be an active listener.

Proposed Course Structure:

- **Verbal Aptitude:** Nouns, Pronouns, Tense, Verb, Adverb, Articles, Prepositions, Adjectives, Conjunctions, Sentences: kinds and transformation, Para jumbles, para summary and para completion, Error correction, Choose the odd one out, Fill in the blanks, Synonyms and Antonyms, one word substitution, foreign words, Idioms and phrases.

- **Listening Skills:** Introduction to listening skills, Types of Listening, need for active listening, Activity based on listening comprehension, audio listening, Miscommunication.

- **Speaking Skills:** Extimpore, just a Minute Session, Presentation, Group Discussion, Personal/Mock interview, Debate.

- **Reading Skills:** Picture Reading, Reading Comprehension, News/Bulletin Reading

- **Writing Skills:** Resume, Notice, Memo, Agenda, Minutes, Report Writing, Thesis/Project Writing.
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