

**Course code: Eng 0231-1204**

**Course title: ELP-2. Speaking**

**Course Teacher: Soumen Acharjee**

**Course type: Core course**

**Credit Value: 3**

**Contact Hours: 34 Hours**

**Total Marks: 150**

### **Rationale of the course:**

Speaking English confidently is an important skill for success in studies, work, and daily life. Many students know grammar and vocabulary but struggle to speak fluently. This course focuses on improving their speaking skills through practical activities.

Why This Course is Important:

1. **Practical Skills:** Helps students practice real-world speaking situations like discussions, presentations, and storytelling.
2. **Builds Confidence:** Provides a safe space to overcome fear of mistakes and become more confident speakers.
3. **Improves Fluency:** Focuses on clear pronunciation, natural flow of speech, and expressing ideas clearly.
4. **Real-life Use:** Prepares students for speaking in interviews, group work, and international settings.
5. **Encourages Creativity:** Includes fun activities like role-plays and storytelling to help students think creatively while speaking.
6. **Career Support:** Helps students perform better in academic and job-related speaking tasks like presentations and meetings.

This course helps students speak English fluently and confidently. It prepares them for real-life situations and gives them the tools they need to communicate effectively and succeed in their goals.

**Course Objective:**

The primary objective of this course is to develop students' speaking fluency by building confidence, enhancing pronunciation, and mastering stress, intonation, and rhythm in English. Students will engage in practical and situational exercises, such as role-playing and storytelling, to improve their ability to express thoughts clearly and coherently. The course aims to foster teamwork, active listening, and collaboration through group discussions and debates, helping students articulate ideas effectively. Additionally, students will gain practical skills for real-life interactions, such as ordering food, booking tickets, and attending meetings. By the end of the course, learners will be equipped with the confidence and skills to navigate both formal and informal speaking situations proficiently.

<b>CLO 1</b>	Develop fluency and clarity in spoken English.	<b>Remember</b> <b>Understand</b>
<b>CLO 2</b>	Build confidence in speaking English in diverse situations.	<b>Understand</b> <b>Analyze</b>
<b>CLO 3</b>	Improve pronunciation, intonation, and vocabulary.	<b>Apply</b>
<b>CLO 4</b>	Practice real-world communication scenarios.	<b>Evaluate</b>
<b>CLO 5</b>	Enhance listening and responsive speaking skills.	<b>Create</b>

<b>CLO 6</b>	Foster creativity and critical thinking through engaging activities.	<b>Create</b>	
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PLOs/CLOs	CLO1	CLO2	CLO3	CLO4	CLO5	CLO6
PLO1		✓	✓	✓		
PLO2	✓	✓	✓	✓	✓	
PLO3			✓			
PLO4						✓
PLO5						✓
PLO6					✓	✓
PLO7		✓	✓		✓	✓
PLO8		✓	✓			
PLO9					✓	
PLO10			✓			
PLO 11	✓	✓	✓		✓	✓
PLO 12				✓	✓	✓

## ELP 1- For Non Departmental

### 1. Topics to be covered/ Content of the course-

Time Frame	Topics	Topic Details	Teaching Strategies	Assessment Strategy	Alignment to CLO
Week 1	<b>Introduction &amp; Baseline Assessment</b>	1.Icebreaker: Students introduce themselves. 2.Short speaking tasks 3.Describe a favorite hobby or interest.	<ul style="list-style-type: none"> <li>• Introductory Lecture</li> <li>• Interactive demonstration</li> <li>• Showing PPT</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• presentation</li> </ul>	<b>CLO 1,2</b>
Week 2	<b>Building Confidence in Speaking</b>	-Pronunciation exercises (common sounds and stress patterns). - Confidence-building group activities (e.g., describing a picture).	<ul style="list-style-type: none"> <li>• Lecture with multimedia presentation</li> <li>• Interactive discussion</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• Group discussion</li> </ul>	<b>CLO 2,3</b>
Week 3	<b>Stress, Intonation, and Rhythm in English</b>	Practice with tongue twisters	<ul style="list-style-type: none"> <li>• Lecture with multimedia presentation</li> <li>• Interactive discussion</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• Group discussion</li> </ul>	<b>CLO 2,3</b>

<b>Week 4</b>	<b>Situational Practice: Shopping and Ordering Food</b>	-Role-play buying groceries, -Ordering at a café, or asking for assistance.	1.Lecture with multimedia presentation 2.Practical Demonstration	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• Mid exam</li> </ul>	<b>CLO 3,4</b>
<b>Week 5</b>	<b>Expressing Preferences and Opinions</b>	-Agreeing, Disagreeing, and Stating Preferences. - Group discussions about favorite movies, books, or vacation spots.	Lecture with PPT and demonstration	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• Mid exam</li> <li>• Presentation</li> </ul>	<b>CLO 5 CLO 4</b>
<b>Week 6</b>	<b>Describing People, places, and Things</b>	- Describe a friend, a favorite spot, or an object in detail.	<ul style="list-style-type: none"> <li>• Lecture with Multimedia presentation</li> <li>• Interactive demonstration</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• Mid exam</li> <li>• Assignment</li> </ul>	<b>CLO 4 CLO 5</b>
<b>Week 7</b>	<b>Telling Short Stories or Personal Experiences</b>	- Describe a memorable event in 2–3 minutes.	<ul style="list-style-type: none"> <li>• Lecture</li> <li>• PPT</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• Mid exam</li> <li>• Assignment</li> </ul>	<b>CLO 5 CLO 6</b>

<b>Week 8</b>	<b>Group Discussions and Teamwork</b>	- Expressing ideas.- Listening to others.- Consensus building.	<ul style="list-style-type: none"> <li>• Lecture</li> <li>• Interactive demonstration</li> <li>• PPT</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• Final exam</li> </ul>	<b>CLO 2</b> <b>CLO 3</b>
<b>Week 9</b>	<b>Test on Speaking Fluency</b>	Assessment of fluency and coherence through practical tasks.	<ul style="list-style-type: none"> <li>• Class Activities</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• Final exam</li> </ul>	<b>CLO 2</b> <b>CLO 5</b>
<b>Week 10</b>	<b>Storytelling and Narration</b>	-Telling short stories or anecdotes. - Sharing a childhood memory or a funny incident.	<ul style="list-style-type: none"> <li>• Lecture</li> <li>• Interactive demonstration</li> <li>• PPT</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> </ul>	<b>CLO 5</b> <b>CLO 4</b>
<b>Week 11</b>	<b>Mastering Interviews and Formal Speaking</b>	- Mock Interview.- Practice interviewing a classmate or conducting a Q&A session.	<ul style="list-style-type: none"> <li>• Lecture with demonstration</li> <li>• Interactive demonstration</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> </ul>	<b>CLO 2</b> <b>CLO 5</b>

<b>Week 12</b>	<b>Exploring Cultures &amp; Traditions</b>	-Discussing country's festivals. - Comparing cultural habits.	<ul style="list-style-type: none"> <li>• Lecture with Multimedia presentation</li> <li>• Discussion</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• Final exam</li> <li>• Assignment</li> </ul>	<b>CLO 2-3</b>
<b>Week 13</b>	<b>Mastering Debates and Problem-Solving</b>	Debate on a light topic.	<ul style="list-style-type: none"> <li>• Lecture with Multimedia presentation</li> <li>• Discussion</li> <li>• Showing textual example</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• Final exam</li> </ul>	<b>CLO 4&amp;5</b>
<b>Week 14</b>	<b>Presentations</b>	- Each student gives a 3–5 minute talk on a familiar topic.	<ul style="list-style-type: none"> <li>• Class Activities</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> </ul>	<b>CLO 4 &amp;5</b>
<b>Week 15</b>	<b>Stepping into Real-Life Conversations</b>	- Booking tickets. - Attending a meeting.	<ul style="list-style-type: none"> <li>• Lecture with Multimedia presentation</li> <li>• Discussion</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• Final exam</li> </ul>	<b>CLO 2</b> <b>CLO 3</b>
<b>Week 16</b>	<b>Advanced Discussions and Problem-Solving</b>	- Case study analysis (e.g., solving a societal issue).- Group	<ul style="list-style-type: none"> <li>• To make the student understand clearly</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• Final exam</li> </ul>	<b>CLO 2</b>

		brainstorming sessions.			
<b>Week 17</b>	<b>Course Wrap-Up and Feedback</b>	- Group reflection and sharing of experiences.- Feedback session: What worked well and areas to improve.	<ul style="list-style-type: none"> <li>• To have expertise in every topic</li> <li>• To solve their doubt.</li> </ul>	<ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Class performance</li> <li>• Final exam</li> </ul>	<b>CLO 5</b> <b>CLO 6</b>

**WEEK - 1**

**SLIDE NUMBER: 1-9**

**COURSE NAME: ENGLISH LANGUAGE  
PROFICIENCY- 2 (SPEAKING)**

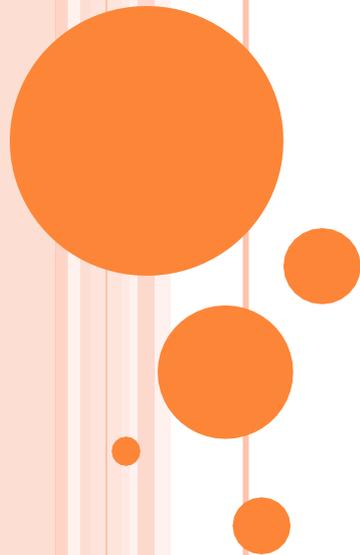
**The Course will be Conducted by:**

**Soumen Acharjee**

**Lecturer**

**Department Of English**

**University of Global Village**





WELCOME!

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# COURSE OVERVIEW

- **Course Learning Outcome:**
- **CLO-1 : Improve fluency and confidence in English speaking.**
- **CLO-2: Enhance pronunciation, vocabulary, and conversational skills.**
- **CLO-3: Develop the ability to express ideas clearly and effectively**
- **CLO-4: Cultivate the ability to articulate Thoughts clearly and confidently**



# Expectations

## What You'll Gain:

- Better fluency and confidence.
- Practical conversational skills for real-world scenarios.

## Your Role:

- Active participation in activities.
- Consistent practice outside class.



# ICEBREAKING ACTIVITY INTRODUCTION

- Activity: “Two Truths and a Lie”



**Each student shares three statements about themselves.**

- **Two statements are true; one is false.**
- **Others guess which statement is false.**

## **Objective:**

- **Get to know each other and practice speaking in a relaxed environment.**

# ICEBREAKING ACTIVITY INSTRUCTIONS

- **Write three statements about myself.**

Example:

- “I love spicy food.”
  - “I’ve climbed Mount Everest.”
  - “I can play Cricket.”
- 
- **Take turns sharing your statements.**
  - **Class guesses which statement is the lie.**



# SPEAKING TIPS FOR BEGINNERS



- **Speak slowly and clearly.**
- **Use simple words and phrases.**
- **Don't worry about mistakes**
- **focus on communication.**
- **Listen carefully to others before responding.**



# WARM-UP PRACTICE

## Quick Question Round:

- “What’s your favorite food?”
- “Where would you like to travel?”
- “What’s a hobby you enjoy?”



**Objective:**

**Encourage everyone to speak briefly.**



# FEEDBACK AND WRAP-UP

## Content:

- Share how you felt about the activities.
- What was easy? What was challenging?



## Homework:

Practice introducing yourself (name, background, and interests).



**WEEK - 2**

**SLIDE NUMBER: 10-19**

# English Language Proficiency -2 (Speaking Focus)

Week 2: Building Confidence in Conversations



by Soumen Acharjee





# Objectives for Week 2

- 1 Formal & Informal Greetings
- 2 Confident Self-Introductions
- 3 Engaging in Small Talk



# Why Confidence in Conversations is Important

## First Impressions

Confident introductions set the tone.

## Encourages Connection

Helps with networking and building relationships.

## Improves Fluency

Practice strengthens speaking skills.

# Greeting People

## Formal Greetings

- ◆ Good morning/afternoon.
- ◆ How do you do?

## Informal Greetings

- ◆ Hi!
- ◆ What's up?

## Responding to Greetings

- I'm fine, thank you. And you?
- Not bad, how about you?

# Introducing Yourself

1

## Greeting

Hello, my name is \[Name\].

2

## Background

I'm from \[Place\], and I'm a \[Student/Professional\].

3

## Hobbies/Interests

In my free time, I enjoy \[Hobby\].





# Engaging in Small Talk



## Definition

Light, casual conversation on non-controversial topics.



## Importance

Breaks the ice and builds rapport.

# Safe Small Talk Topics

## Great Topics

- ◆ Weather
- ◆ Hobbies
- ◆ Travel

## Avoid These Topics

- ◆ Politics
- ◆ Religion
- ◆ Sensitive personal matters



# Conversation Starters



## Useful Starters

How's your day going so far?



## Useful Starters

What brings you here today?



## Useful Starters

That's an interesting book you're reading. What's it about?

# Role-Play Activity 1: Greetings



# Role-Play Activity 2: Introducing Yourself

1

Introduce Yourself

---

2

Name, Background, Fun Fact

---

3

Practice Fluency

**WEEK- 3**

**SLIDE NUMBER: 20-29**





# Pronunciation Basics: Stress, Intonation, and Rhythm

1

## 1. Introduction

Welcome to Week 3 of our English Language Proficiency course, where we'll focus on enhancing your speaking skills through pronunciation basics.

2

## 2. Course Overview

This session will cover the key aspects of stress, intonation, and rhythm in English pronunciation.

3

## 3. Practical Activities

We will engage in activities like reading tongue twisters and identifying mispronounced words.

# Why Pronunciation Matters: Clear and Confident Communication

## Clarity and Understanding

Precise pronunciation ensures clear communication, reducing misunderstandings and enhancing the effectiveness of your spoken English.

## Confidence in Speaking

Correct pronunciation builds confidence in speaking English, allowing you to express yourself clearly and effectively.

## Reducing Misunderstandings

Proper pronunciation helps avoid misinterpretations, fostering seamless interactions and positive communication experiences.

# Stress: Adding Emphasis to Words

## Definition

Stress in pronunciation refers to the emphasis placed on specific syllables within a word.

## Impact

Stress can significantly change the meaning of a word, as seen in examples like "present" (noun) vs. "present" (verb).

## Tip

Pay close attention to stress patterns in English words as they influence comprehension and understanding.

# Intonation: The Rise and Fall of Speech

## Rising Intonation

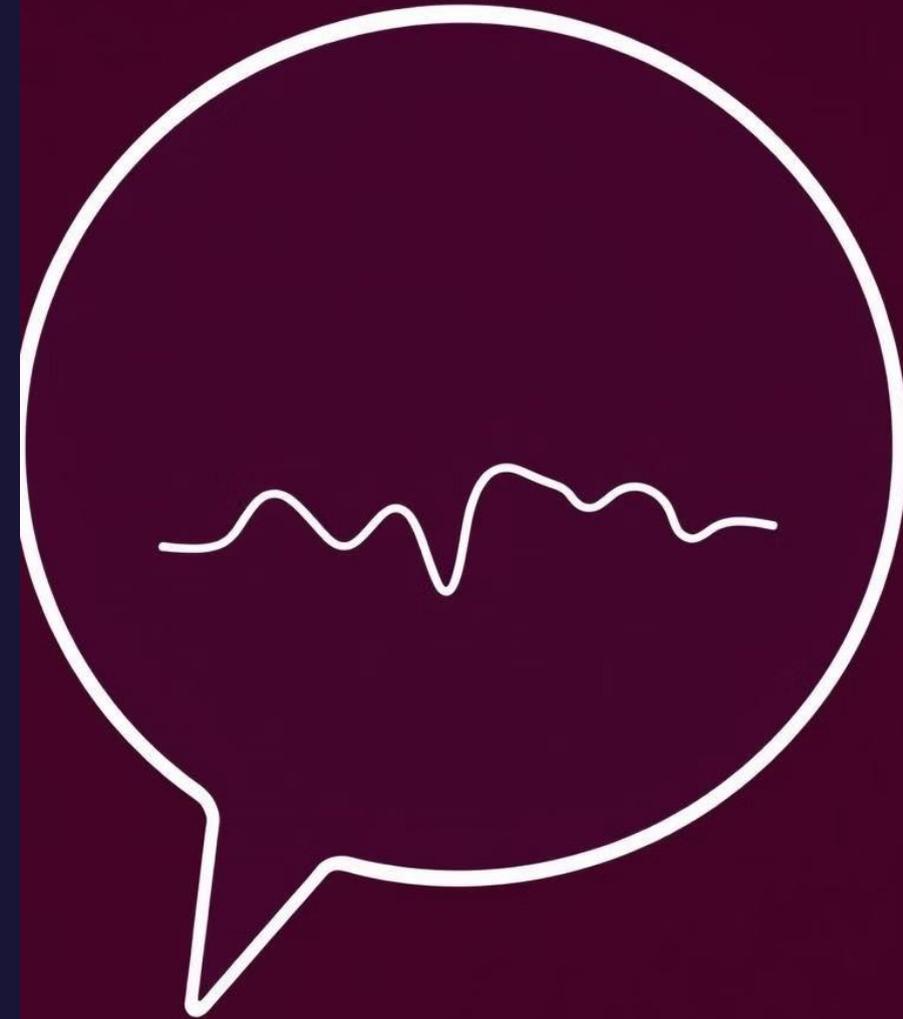
This pattern is characteristic of yes/no questions, creating an upward inflection at the end of the sentence (e.g., "Are you coming?").

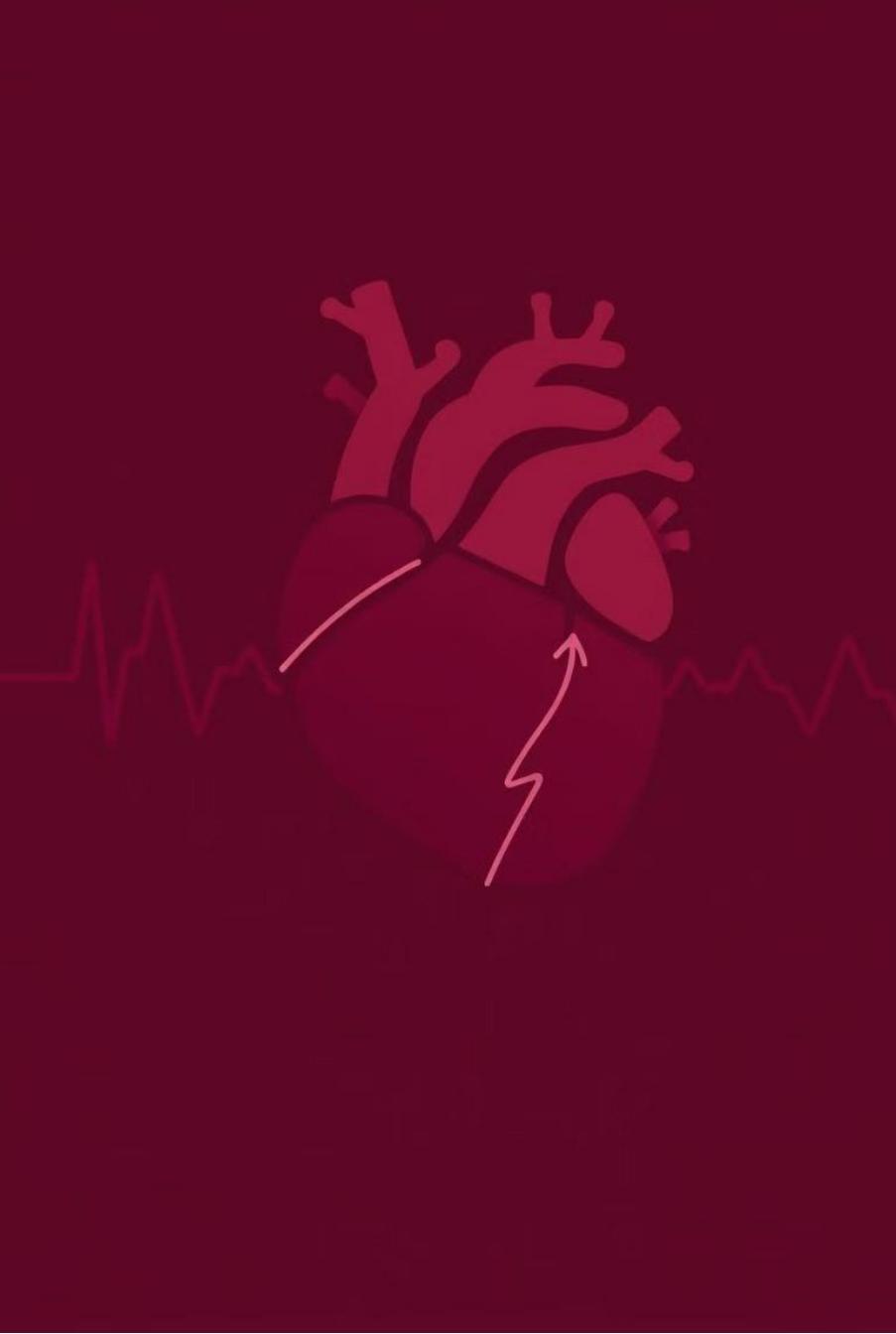
## Falling Intonation

Falling intonation signifies statements and declarations, dropping in pitch at the end of the sentence (e.g., "I like coffee.").

## Neutral Intonation

A neutral intonation is used in lists and enumerations, maintaining a consistent pitch level (e.g., "Apples, oranges, and bananas.").





# Rhythm: The Pattern of Stressed Syllables



## Stress-timed Language

English is a stress-timed language, where stressed syllables receive emphasis while unstressed syllables are spoken quickly.



## Example

The sentence "I'm GO-ing to the MAR-ket." demonstrates the rhythmic pattern of stressed syllables in English.

# Common Pronunciation Challenges: Identifying and Overcoming



# Tongue Twisters: Sharpening Articulation and Clarity

1

## Why Tongue Twisters?

Tongue twisters are effective tools for improving articulation and clarity in speech.

---

2

## Benefits

They help develop better control over pronunciation by practicing difficult sounds and combinations.

---

3

## Examples

Examples include: "She sells sea shells by the sea shore." and "Peter Piper picked a peck of pickled peppers."



# Practice Activity: Reading Aloud with Focus

1

## Step 1

Select a short passage with varied stress and intonation patterns.

2

## Step 2

Read the passage aloud, paying attention to correct stress on key words, appropriate rise and fall in pitch, and maintaining natural rhythm.



# **WEEK-4**

**SLIDE NUMBER: 30-37**

# Everyday English: Shopping & Ordering Food

Welcome to Week 4! In this session, we'll dive into common English phrases used in everyday situations like shopping and ordering food. Get ready to practice speaking and understanding these essential conversations.

 by Soumen Acharjee



# Conversation in Stores

## Greetings & Requests

Start by greeting the staff with a friendly "Hello" or "Good morning." Ask for help: "Can you help me find...?" or "Do you have this in a different size?"

## Asking Questions

Ask about prices: "How much is this?" or "What's the price of this item?" Inquire about sizes: "Do you have this in a smaller/larger size?"



# Essential Shopping Phrases

## Can I try this on?

Use this phrase when you want to try on clothing or accessories before buying.

## I'll take this one.

Use this phrase to indicate you want to purchase a particular item.

## Do you have any coupons?

Ask if there are any discounts or promotions available.



# Ordering Food: At the Restaurant

## Greetings & Seating

Begin with a polite "Hello" or "Good evening." Say "Table for one/two..." to indicate the number of people in your party.

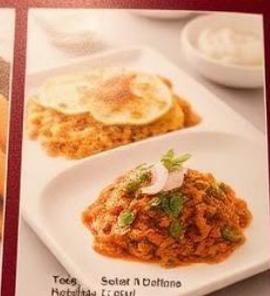
## Reviewing the Menu

Take time to browse the menu. Ask questions if needed: "What's the special today?" or "Can you describe the dish?"

## Ordering Your Meal

State your order clearly: "I'll have the... with...". Confirm any special requests: "Could I have it without...?" or "Can I get a side of...?"

## Eagrus



# Menu Terms to Know



## Salads

Choose from a variety of greens, vegetables, and toppings.



## Entrees

Main courses like meat, fish, or pasta.



## Appetizers

Smaller dishes served before the main course, such as bread, soup, or small plates.



## Desserts

Sweet treats enjoyed after your meal, like cake, ice cream, or fruit.

## Sgrus

Battered good seafoods any choice (fish, shellfish, etc.)  
is fried in oil, deep, or sautéed in a pan, and served with a  
sauce. In some cases, it is served with a side of rice...

<b>ASPECTS</b>	\$50
Assy: a hot chutney. Bait: tastes something and...	\$30
For: what's same, dated one or a little on it...	\$90
Spices: from the olden Meise...	\$490

## Saffens

Cake: Seacats: Ecaflanel	\$27
Fris: poflurs.	
Cooler: Caled: Teols: Callt	\$55
Pacoe: Frens: for: atalliate.	\$50

## Safrus

Best: Paring: Case: Baineel	\$57
Real: Clating: Baks: Fetoglobe	\$50
fiere: stive: art: adms.	

## Reinas

Calroing: Caes: Marer	\$40
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# Politeness in Ordering

1

Use "Please" and "Thank you" when interacting with staff.

2

Ask questions if unsure about menu items.

3

Be patient, especially during busy times.



# Role-Play: Shopping Scenario

1

Imagine you're shopping for a new shirt.

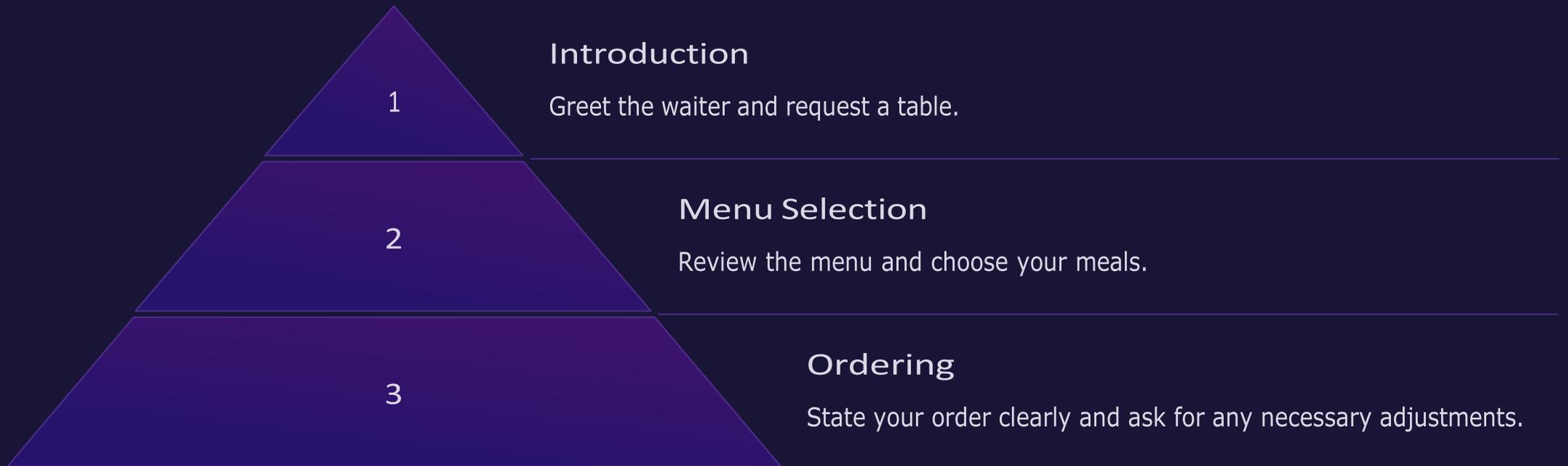
2

Ask the salesperson for help finding the right size and style.

3

Try on the shirt and decide if you want to purchase it.

# Role-Play: Ordering Food



**WEEK-5**

**SLIDE NUMBER: 38-47**

# Expressing Your Opinions and Preferences

This week we'll focus on expressing your opinions and preferences with confidence. Learn to agree, disagree, and share your likes and dislikes in English.

 by Soumen Acharjee



# Agreeing and Disagreeing

## Agreeing

I agree.

I think so too.

That's right.

## Disagreeing

I disagree.

I don't think so.

I'm not sure about that.



# Using Phrases to Share Your Opinion

-  I think...  
This expresses your personal belief.
-  In my opinion...  
Emphasizes your perspective.
-  I feel...  
Shares your emotions about something.

# Sharing Your Preferences

I prefer...

Indicates your choice between two options.

My favorite... is...

Expresses your strongest liking for something.

I like... better than...

Compares your preference between two things.





# Examples of Expressing Preferences



## Movies

I prefer action movies over comedies.



## Food

My favorite food is pizza.



## Music

I like pop music better than classical.

# Engaging in a Group Discussion

1

Listen attentively to others.

2

Share your own opinions and preferences.

3

Respect different viewpoints.

4

Ask clarifying questions.





# Simple Topic for Discussion

1

Favorite movie genre.

2

Favorite actor/actress.

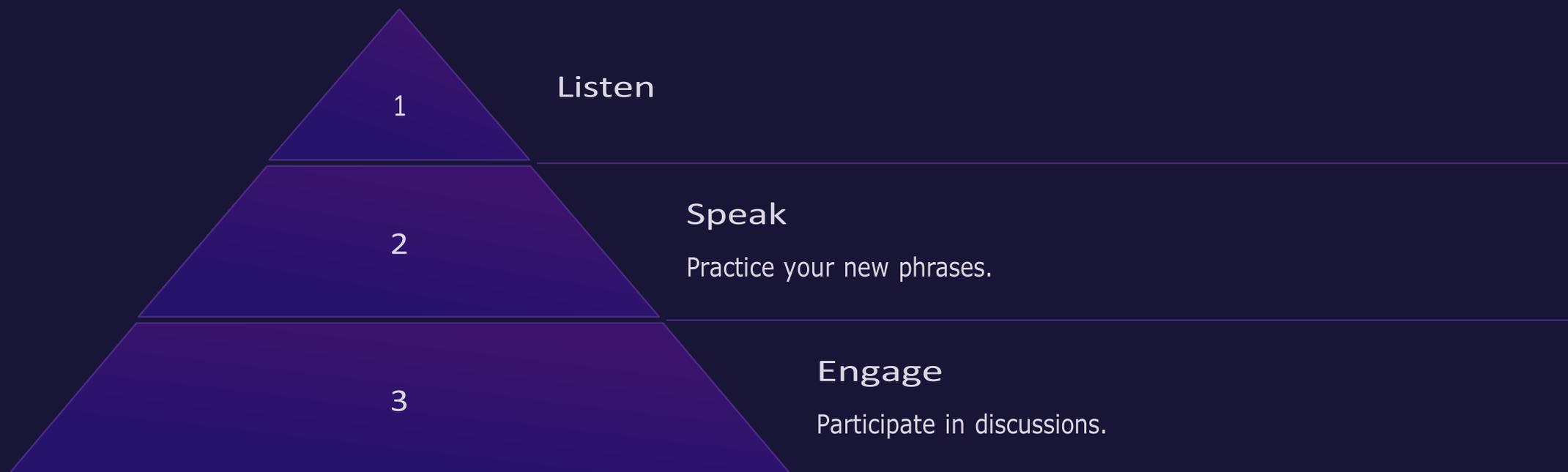
3

Favorite book or author.

4

Favorite season.

# Practice Makes Perfect



# Reflect on Your Progress

1 How comfortable are you expressing your opinions?

---

2 What are your favorite ways to share your preferences?

---

3 What are your goals for next week?



# Key Takeaways

1

## Express Yourself

Use phrases to share your opinions and preferences.

2

## Engage in Discussions

Practice speaking in a group setting.

3

## Embrace Learning

Continuously improve your communication skills.

**WEEK- 6**

**SLIDE NUMBER: 48-57**

# Describing the World Around Us

This week, we'll learn how to use words to paint a picture with our voices.



by Soumen Acharjee



# Sensory Details: Sight

What do you see?

Colors

Shapes

Patterns



# Sensory Details: Sound

1

1. Barking

Woof, yap, howl

2

2. Music

Notes, rhythm, melody

3

3. Nature

Wind, water, birds



# Sensory Details: Touch

## Soft

Fuzzy, smooth, velvety

## Rough

Bumpy, prickly, gritty

## Cold

Icy, chilly, frozen

## Warm

Hot, toasty, cozy

# Sensory Details: Smell



Sweet

Chocolate, vanilla, candy



Floral

Roses, lilies, lavender



Fresh

Rain, earth, pine



# Sensory Details: Taste



# Let's Practice!

1

Choose a friend

2

Describe their appearance

3

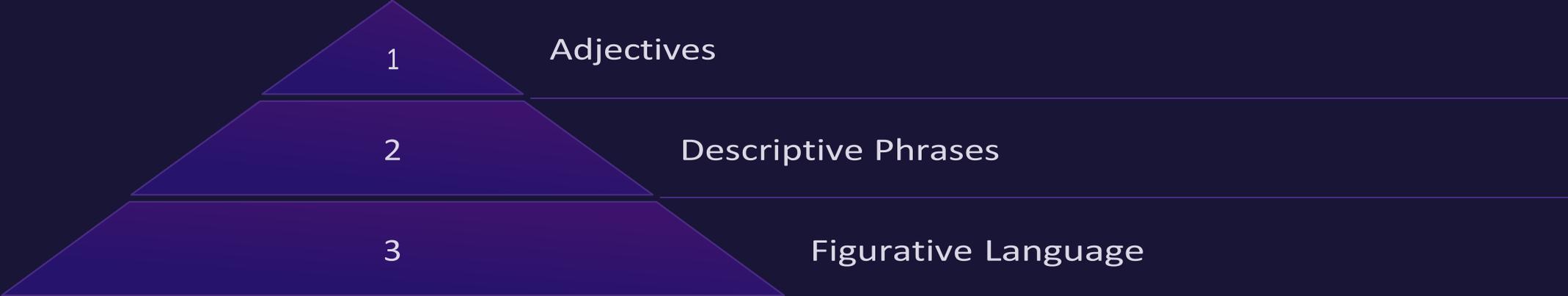
Mention their personality traits

4

Share your description with the class!



# Descriptive Language



# Powerful Words

1

**Specific**

Instead of "big," use "towering"

---

2

**Strong**

Instead of "happy," use "ecstatic"

---

3

**Sensory**

Instead of "pretty," use "sparkling"

# Sharing Our Stories

We can use our words to share our world with others. Let's make our descriptions come alive!



**WEEK-7**

**SLIDE NUMBER: 58-63**



# Crafting Compelling Narratives

Welcome to Week 7! Today we'll explore the art of storytelling, focusing on structuring narratives with a clear beginning, middle, and end.



by **Soumen Acharjee**

# Unveiling the Narrative Structure

## Beginning

Hook the reader: Start with a compelling event or character introduction

## Middle

Build tension, introduce conflict, develop characters, and create a sense of intrigue

## End

Provide closure: Resolve the conflict, reveal the story's impact, or leave the reader with a lingering question

# The Power of Sensory Details



## Visual

Paint a vivid picture with descriptive language



## Olfactory

Use scents to enhance the story's setting and evoke emotions



## Auditory

Engage the reader's sense of sound through dialogue, sound effects, and ambiance



## Gustatory

Add delicious details to bring the story to life



# Building a Memorable Moment





# Engage with Your Audience



## Maintain Eye Contact

Connect with your listeners



## Vary Your Tone

Use emphasis to highlight key moments



## Practice Your Delivery

Rehearse to build confidence and clarity



**WEEK- 8**

**SLIDE NUMBER: 64-71**

# Unlocking the Power of Group Communication

 by Soumen Acharjee



# Week 8: Mastering the Art of Dialogue

## Shared Opinions

Group discussions foster a dynamic exchange of ideas, allowing individuals to share their perspectives on a chosen topic.

## Respectful Disagreement

Learning to respectfully disagree is crucial, as it allows for open dialogue and the exploration of diverse viewpoints.



# Week 8: Putting Theory into Practice

1

## Debate Topic

Engage in a debate on a light topic, such as the age-old question: "Cats vs. Dogs."

2

## Active Listening

Listen attentively to others' arguments, allowing for a deeper understanding of their perspectives.

3

## Turn-Taking

Practice taking turns respectfully, ensuring everyone has a chance to contribute their ideas.



# The Power of Collaboration

1

## Problem-Solving

Group communication becomes a powerful tool for addressing challenges and finding innovative solutions.

2

## Decision-Making

Collaborative speaking tasks enhance the process of decision-making by fostering a shared understanding.

3

## Shared Responsibility

This collaborative approach promotes shared responsibility for successful outcomes and project completion.



# Embracing Collaborative Communication



## Brainstorming

Utilize phrases like "What if..." to generate creative and unconventional ideas.



## Collaboration

Use phrases like "How about..." to propose solutions and build upon existing suggestions.



## Action

Employ phrases like "I suggest..." to present clear and concise recommendations for action.

# Building Effective Group Communication Skills





# The Benefits of Group Communication

## Enhanced Problem-Solving

Diversity of thought leads to innovative solutions, overcoming challenges through collective action.

## Increased Creativity

Brainstorming sessions and collaborative discussions foster creativity and generate unique ideas.

## Improved Decision-Making

Shared responsibility and diverse viewpoints lead to informed and well-rounded decisions.

# Mastering the Art of Effective Communication

1

## Prepare and Practice

Prepare your thoughts in advance, practicing your contributions to ensure clarity and confidence.

2

## Active Listening

Engage in active listening, seeking to understand others' viewpoints and responding thoughtfully.

3

## Respectful Dialogue

Foster an inclusive environment where everyone feels comfortable expressing their ideas and opinions.

4

## Constructive Feedback

Offer and receive constructive feedback to refine your communication skills and learn from others.



# Communication: A Lifelong Journey

The journey of effective communication is continuous. Embrace the challenges, learn from your experiences, and grow as a confident communicator.



**WEEK-9**

**TEST ON SPEAKING FLUENCY**

**WEEK - 10**

**SLIDE NUMBER: 72-78**

# Week 10: Storytelling and Creativity

This week, we'll embark on a journey of narrative skills and creative expression. We'll dive into the art of storytelling and discover its powerful influence on communication and learning.

 by Soumo Soumen



# Why Storytelling?

## **Empathy & Imagination**

Storytelling fosters empathy and allows us to step into others' shoes.

## **Communication & Skills**

It strengthens our ability to express ourselves through words and writing.

## **Critical Thinking**

Storytelling challenges us to think critically and solve problems in engaging ways.

# Activity 1: Story from Random Elements

## Dragon

A mythical creature with wings and fire.

## Clock

A device that measures time.

## Island

A piece of land surrounded by water.

## Friendship

A bond between two or more people.

## Danger

A situation that could cause harm.



## Activity 2: Beginning, Middle, and End

1

### Beginning

Introduce characters, setting, and the main conflict.

2

### Middle

Develop the plot, adding twists and turns.

3

### End

Resolve the conflict and bring the story to a satisfying close.



# Let's Build a Story Together

1

## Start

We'll begin with a shared opening sentence.

2

## Contribute

Each person adds a sentence or detail to build the story.

3

## Complete

We'll work together to finish the story.

# Tips for Writing and Narrating

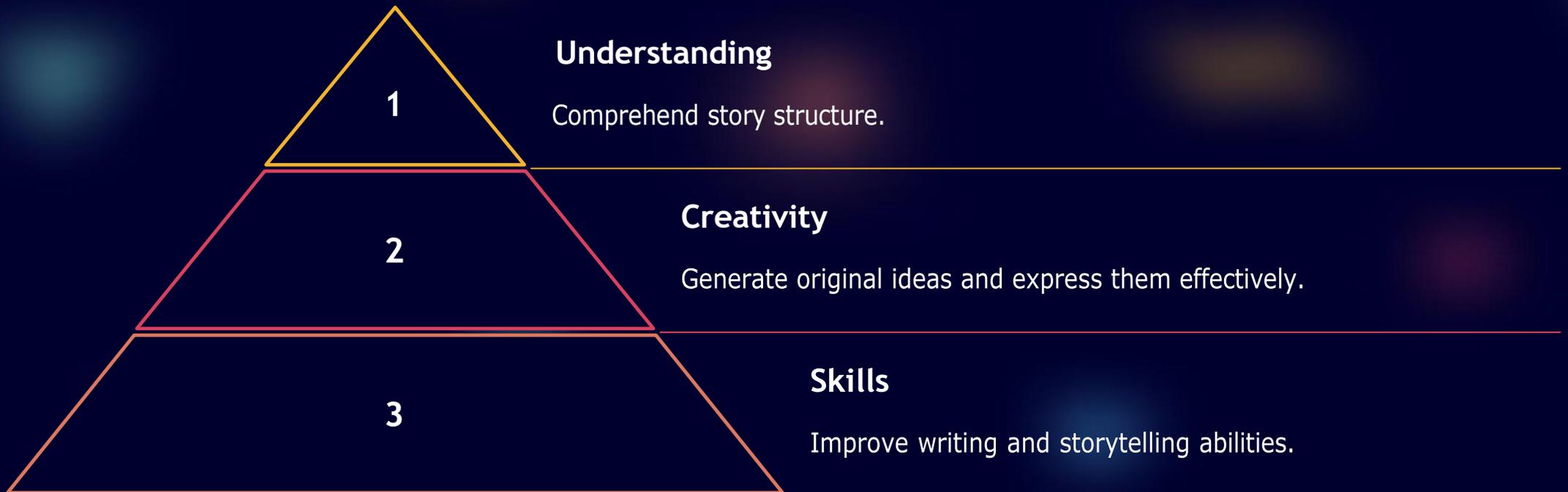
## Writing

Use vivid descriptions, strong characters, and dialogue.

## Narrating

Vary your tone, pace, and use gestures to captivate your audience.

# Expected Outcomes & Homework



**WEEK- 11**

**SLIDE NUMBER: 79-87**



# Mastering Interviews and Formal Speaking

 by Soumo Soumen

# Practice for Formal Speaking

## Mock Interviews

Simulate real-world scenarios, like job or college interviews.  
Use realistic questions and feedback to hone your responses.

## Phrases for Introductions

Learn to craft professional opening statements and responses.  
Utilize effective language for introductions and answering questions.

# Interview Strategies

## 1 Research

Prepare for common questions and learn about the organization or program. This shows you're dedicated and thoughtful.

## 3 Practice

Rehearse answers to common interview questions. Use a mirror or record yourself to identify areas for improvement.

## 2 STAR Method

Use the STAR method to structure responses: Situation, Task, Action, Result. This helps you provide concrete examples.

## 4 Questions

Have insightful questions prepared. This shows you're genuinely interested and engaged.



# Types of Interview Questions

## Behavioral

Focus on past experiences and how you handled certain situations. Example: "Tell me about a time you failed."

## Situational

Present hypothetical situations and ask how you'd react. Example: "How would you handle a conflict with a coworker?"

## Technical

Assess your knowledge and skills related to the position. Example: "Explain your experience with data analysis."

## Culture Fit

Evaluate your personality and how you'd fit into the organization's culture. Example: "What are your strengths and weaknesses?"



# Formal Speaking Essentials



## Clear Articulation

Speak clearly and distinctly, enunciating words carefully. Project your voice to reach the entire audience.



## Confidence

Project a sense of confidence and enthusiasm. Believe in your message and your ability to communicate it effectively.



## Eye Contact

Maintain eye contact with your audience, making them feel connected and engaged. Avoid staring at your notes.



## Preparation

Practice beforehand, rehearse your speech, and understand your material thoroughly. This reduces anxiety and improves delivery.



# Mastering Your Presentation

1

## Structure

Develop a clear structure with an introduction, body, and conclusion. Organize your points logically.

2

## Visual Aids

Use visual aids to enhance your message. Slides, diagrams, or charts can help illustrate your points.

3

## Engage the Audience

Ask questions, incorporate stories, and use examples to keep your listeners engaged. Maintain a conversational tone.



# Overcoming Public Speaking Anxiety

1

## Practice

Rehearse your presentation multiple times. Practice with a friend or in front of a mirror.

2

## Deep Breathing

Focus on your breath. Deep breaths can help calm nerves and reduce anxiety.

3

## Positive Self-Talk

Replace negative thoughts with positive affirmations. Remind yourself of your strengths and abilities.

4

## Eye Contact

Make eye contact with individual audience members. This can help you feel more connected and less nervous.



# Homework: Interview Questions



# Next Steps

1

## Practice

Continue practicing your speaking and interview skills.

---

2

## Feedback

Seek feedback from instructors or peers to improve your performance.

---

3

## Apply

Apply what you've learned to real-world situations.

**WEEK - 12**

**SLIDE NUMBER: 88-97**

# Exploring Cultures & Traditions

SS by Soumo Soumen



# Connecting Through Culture

## Social Awareness

Understanding and appreciating cultural differences fosters global citizenship and empathy.

## Shared Experiences

Exploring traditions like festivals and holidays reveals commonalities and connections between cultures.

# Vocabulary for Cultural Understanding

## Customs

Traditional practices and beliefs.

## Rituals

Symbolic actions or ceremonies.

## Festivals

Celebrations marking specific events or seasons.

## Values

Fundamental beliefs guiding behavior.





# Cultural Festivals Around the World

1

## Diwali

Festival of lights celebrated by Hindus, Sikhs, and Jains, marking the triumph of good over evil.

2

## Carnaval

Colorful celebration in many countries, featuring parades, music, and dancing.

3

## Chinese New Year

Traditional celebration marking the beginning of the lunar new year, with family gatherings and fireworks.

# Exploring Traditions Through Storytelling



## Sharing Stories

Personal anecdotes and experiences provide a window into cultural nuances.



## Engaging in Dialogue

Open-minded conversations about traditions foster understanding and respect.





# Your Voice, Your Culture

Identify a tradition you're proud of, be it a family custom or a cultural celebration.

1

Share your personal experiences and how the tradition has impacted your life.

2

3

Explain the significance of the tradition and why it's meaningful to you.

# Speaking with Confidence

1

## Practice Makes Perfect

Rehearse your speech several times to build confidence and fluency.

2

## Speak Clearly

Project your voice and articulate words carefully for better understanding.

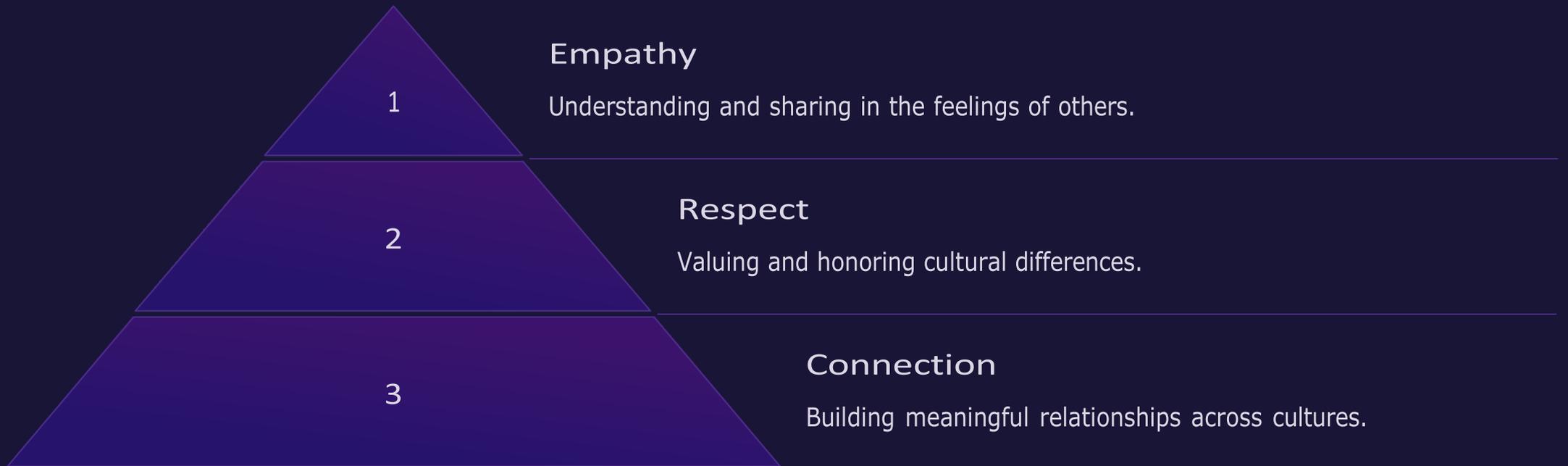
3

## Engage Your Audience

Make eye contact and use gestures to connect with your listeners.



# Building Cultural Bridges



# Beyond the Classroom

1

## Embrace Diversity

Seek opportunities to learn about different cultures through travel or community events.

---

2

## Engage in Dialogue

Participate in discussions about social and cultural issues.

---

3

## Promote Understanding

Share your knowledge and experiences with others to foster a more inclusive society.

# Key Takeaways

1

## Embrace Diversity

Recognize and value the richness of cultural differences.

2

## Engage in Dialogue

Participate in conversations about social and cultural topics.

3

## Promote Understanding

Share your knowledge and experiences to foster a more inclusive world.



**WEEK - 13**

**SLIDE NUMBER: -98-107**



# Sharpening Your Mind: Mastering Debates and Problem-Solving

This week, we delve into the art of debates and problem-solving discussions, honing our critical thinking and persuasion skills.

 by Soumo Soumen

# Debates: The Art of Persuasion

## Structured Argumentation

Structured debates provide a framework for presenting well-researched arguments, supported by evidence and logic.

## Engaging Dialogue

Debates encourage thoughtful exchanges of ideas, fostering critical analysis and a deeper understanding of diverse perspectives.

# The Power of Problem-Solving Discussions



## Collaborative Approach

Problem-solving discussions involve teamwork, where participants work together to find solutions to real-world scenarios.

## Creative Thinking

These discussions foster creative thinking, encouraging participants to explore multiple perspectives and generate innovative solutions.

## Practical Application

These activities help participants develop practical skills applicable to various fields, such as event planning or conflict resolution.

# Homework: Prepare Your Case



## Research and Analyze

Thoroughly research the assigned debate topic, gather supporting evidence, and formulate compelling arguments.



## Rehearse and Refine

Practice presenting your arguments, ensuring a clear and persuasive delivery, and addressing potential counterpoints.





# Debate Strategies: Building Your Case

1

## Structure and Logic

Organize your arguments in a logical sequence, presenting strong claims and evidence to support your stance.

2

## Appealing to the Audience

Tailor your arguments to the specific audience and appeal to their values, emotions, and reasoning.

3

## Addressing Counterarguments

Anticipate opposing arguments, counter them effectively, and strengthen your own case.

4

## Conclusion and Call to Action

Conclude with a compelling summary of your arguments and a clear call to action for the audience to consider your perspective.

# Problem-Solving Discussions: A Collaborative Approach



1

## Define the Problem

Clearly articulate the problem, ensuring everyone understands the context and objectives.

2

## Generate Ideas

Encourage everyone to contribute ideas, brainstorming a wide range of potential solutions.

3

## Evaluate and Prioritize

Critically analyze each solution, considering feasibility, effectiveness, and potential drawbacks.

4

## Develop Action Plans

Create a detailed action plan, outlining steps, timelines, and responsibilities to implement the chosen solution.

# Tips for Effective Communication

1

## Active Listening

Pay close attention to others' perspectives, seeking to understand their viewpoints and motivations.

2

## Respectful Engagement

Communicate respectfully, even when disagreeing with others, fostering a safe and productive environment.

3

## Constructive Feedback

Provide constructive feedback, focusing on the ideas and arguments, rather than personal attacks.



# Beyond the Classroom: Applying These Skills

1

## Workplace Communication

Use your persuasion skills in presentations, negotiations, and resolving conflicts.

2

## Public Speaking

Engage audiences with your well-crafted arguments and persuasive communication.

3

## Civic Engagement

Contribute to meaningful discussions and advocate for your beliefs in community settings.



# Key Takeaways: Master the Art of Dialogue



# Next Steps: Embrace the Power of Debate

Continue practicing your debate and problem-solving skills throughout the semester. Participate actively in discussions, seek feedback, and refine your strategies.



**WEEK - 14**

**SLIDE NUMBER: -108-117**



# Express to Impress: Elevate Your Public Speaking

This week, we'll explore creative activities to boost your confidence and enhance your presentation skills.

 by Soumo Soumen

# Thinking on Your Feet: The Impromptu Challenge

## Challenge

Dive into unexpected topics. You'll have just 1-2 minutes to prepare a 2-minute presentation.

## Benefits

This activity sharpens your quick thinking, improves creativity, and helps you speak under pressure.

# Command the Room: Power Poses for Confidence

1

## Harnessing Body Language

We'll explore power poses like "The Wonder Woman" and "The CEO Pose" to boost confidence.

2

## Beyond the Surface

You'll learn how body language influences confidence and perception.





# Voice of Expression: Modulation Theater



## Tone and Emotion

We'll create a script with different emotions. Then, you'll deliver the same sentence using various tones and emotions.



## Audience Engagement

You'll receive feedback on how your vocal modulation impacts audience engagement.



# Silent Storytelling: The Power of Non-Verbal Communication

1

## Expression Without Words

Prepare a short presentation using only gestures, expressions, and movements.

2

## Decoding the Message

The audience will try to interpret your message. Then, we'll discuss non-verbal communication.



# Collaborate and Captivate: Storytelling with a Twist

## Synchronized Storytelling

In pairs, one person narrates a story while the other acts it out in real-time.

## Building a Narrative

We'll focus on the synchronization between words and actions to create a dynamic story.



# Your TED Talk Moment: Passion and Impact

1

## Find Your Passion

Prepare a 2-minute "TED-style" talk on a topic you're passionate about.

2

## Embrace Authenticity

We'll encourage creativity and the use of personal anecdotes.

# Practice and Reflect: Homework Assignment



# Elevate Your Delivery: Prop-Based Storytelling

1

## Prop Power

Prepare and deliver a speech using a prop as a visual aid.

---

2

## Effective Integration

Record your speech, focusing on integrating the prop seamlessly.



## Week 13 Wrap-Up: From 'Express' to 'Impress'

You've explored creative activities to elevate your presentation skills. Practice these techniques to gain confidence and enhance your public speaking abilities.

**WEEK - 15**

**SLIDE NUMBER: -118-127**



# Week 15: Stepping into Real-Life Conversations

Welcome to Week 15! This week, we'll be diving into the heart of language learning - practicing speaking in authentic situations that you'll encounter in your daily life. We'll build your confidence with real-life scenarios, simulating everyday interactions with a focus on clear and confident communication.

 **by Soumo Soumen**

# Roleplays for Confidence

## Booking a Ticket

Imagine you're booking a flight or train ticket. How do you ask about available times and prices? How do you express your preferences for seating or travel class?

## Attending a Meeting

Imagine you're in a work meeting. How do you contribute to the discussion? How do you ask questions and express your opinions clearly?

## Resolving Complaints

Imagine you need to address a problem with a product or service. How do you politely and effectively explain your issue? What are the key phrases for resolving complaints in a calm and professional manner?



# Group Activities for Real-World Tasks

## Restaurant Ordering

Practice ordering food in a restaurant. What are the key phrases for asking about the menu, placing an order, and requesting specific preferences?

## Making Appointments

Practice making appointments for doctor visits, haircuts, or other services. What are the key phrases for scheduling, confirming, and rescheduling appointments?

## Asking for Directions

Practice asking for directions in a new city. What are the key phrases for finding your way, identifying locations, and understanding responses?



# Immersive Practice: Everyday Conversations



## Phone Calls

Practice making and receiving phone calls, handling common inquiries, and leaving messages.



## Shopping

Practice shopping for groceries, clothing, or other goods. What are the key phrases for browsing, asking for help, and making purchases?



## Banking

Practice handling basic banking transactions, including withdrawing and depositing money, and asking for information about your account.

# Homework: Build Your Everyday Vocabulary



# Prepare for Real-World Encounters

1

Prepare for real-life conversations by practicing common topics like asking for directions, ordering food, and making appointments.

2

Be confident in your abilities. Practice makes perfect, and the more you immerse yourself in the language, the better you'll become.

3

Practice in different contexts. Engage in conversations in various settings, such as cafes, restaurants, shops, and social gatherings.



# Expand Your Linguistic Toolbox

1

## Learn new vocabulary

Focus on expanding your vocabulary related to specific topics and situations.

---

2

## Practice pronunciation

Work on your pronunciation of common words and phrases to ensure clarity and understanding.

---

3

## Master grammar

Strengthen your understanding of grammar rules and structures to build grammatically correct sentences.

# Don't Be Afraid to Make Mistakes

1

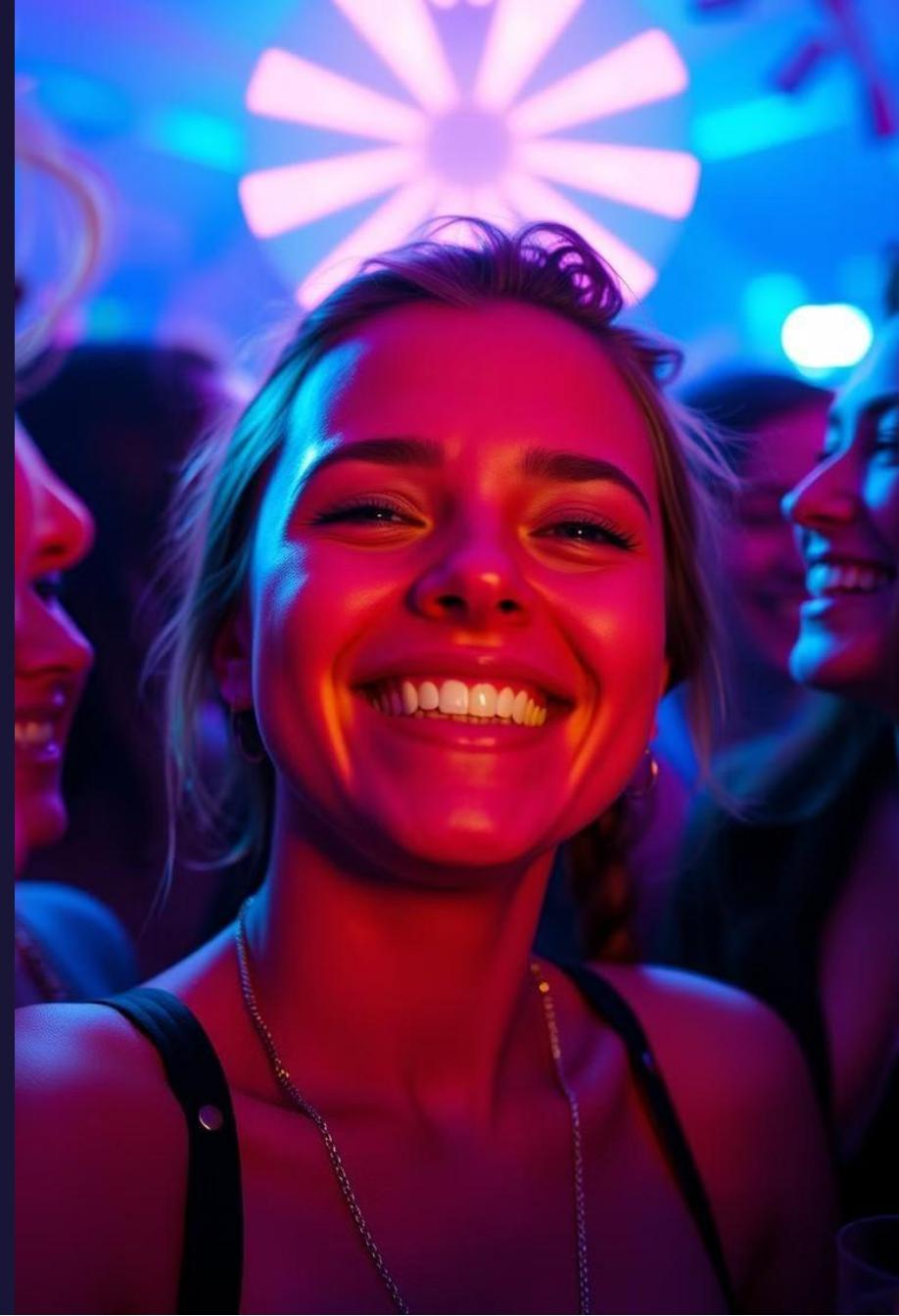
It's okay to make mistakes. They are a natural part of the learning process.

2

Embrace challenges as opportunities for growth and improvement.

3

Don't let mistakes discourage you. Instead, use them as a learning tool.



# Embrace the Journey of Language Learning

1

## Confidence

Embrace your progress and celebrate your achievements along the way.

2

## Curiosity

Stay curious and eager to learn new words and phrases. Explore the language through various resources.

3

## Persistence

Stay consistent with your practice and don't give up on your language goals.





# Your Next Steps

Keep practicing your new language skills in real-world settings. Don't be afraid to speak, even if you make mistakes. Use the resources we provided to continue your language journey and celebrate your progress.

**WEEK - 16**

**SLIDE NUMBER: -128-137**

# Mastering Advanced Discussions and Problem-Solving

Welcome to the final week of our advanced communication skills course. We've reached the pinnacle of our journey, where we'll delve into the intricacies of complex discussions and develop strategies for tackling challenging problems.

 by Soumo Soumen



# Engaging in Complex Discussions

## Strategic Arguments

Participate in discussions with a structured approach, crafting clear arguments, and supporting them with evidence and examples.

## Active Listening

Listen attentively to diverse perspectives, understanding different viewpoints, and responding thoughtfully to foster meaningful dialogue.

# Real-World Case Studies

## Problem Identification

Identify key elements of complex societal issues, such as pollution, poverty, or education inequality.

## Solution Exploration

Explore innovative approaches to addressing these problems, considering social, economic, and environmental factors.

## Collaborative Analysis

Work together in groups to analyze case studies, offering perspectives and contributing to solutions.





# Group Brainstorming Techniques

1

## Structured Approach

Employ proven brainstorming techniques to generate creative solutions to challenging problems.

2

## Idea Generation

Encourage a free flow of ideas, fostering creativity and considering various perspectives.

3

## Evaluation and Refinement

Critically evaluate proposed solutions, identifying strengths and weaknesses, and refining ideas.

# Leading a Discussion





# Effective Communication Strategies



## Active Listening

Pay attention to verbal and nonverbal cues, demonstrate empathy, and respond thoughtfully.



## Clear and Concise

Express ideas effectively, using precise language, and avoiding jargon or ambiguity.



## Constructive Feedback

Offer constructive criticism, focusing on improvements, and using a positive and supportive tone.

# Problem-Solving Strategies

1

## Define the Problem

Clearly identify the problem, specifying its scope, context, and potential impacts.

---

2

## Generate Solutions

Brainstorm a range of potential solutions, considering diverse perspectives and creative approaches.

---

3

## Evaluate Solutions

Analyze the feasibility, effectiveness, and potential consequences of each solution.

---

4

## Implement and Assess

Implement the chosen solution, monitor its progress, and make adjustments as needed.



# Leveraging Technology for Effective Communication

1

## Video Conferencing

Engage in real-time discussions with remote participants, fostering a sense of connection and collaboration.

2

## Collaborative Platforms

Use shared documents, online whiteboards, and brainstorming tools to enhance teamwork and communication.

3

## Digital Presentation Tools

Create visually compelling presentations using multimedia elements to enhance engagement and understanding.



# The Power of Persuasive Communication

1

## Understand Your Audience

Tailor your message to resonate with the audience's values, interests, and perspectives.

2

## Build Strong Arguments

Craft clear and compelling arguments supported by evidence and logical reasoning.

3

## Engage Emotionally

Connect with the audience on an emotional level, appealing to their hopes, fears, and aspirations.



# Conclusion: From Communication to Leadership

Congratulations on completing this journey of mastering advanced communication skills. You've acquired valuable tools for engaging in complex discussions, tackling challenging problems, and becoming effective leaders in your chosen fields.

**WEEK - 17**

**SLIDE NUMBER: -138-147**

# Language Learning: A Journey of Growth

Congratulations on making it to the final week of our language learning journey! We've accomplished so much together, and this week is all about celebrating your progress and setting you up for continued success.

 by Soumo Soumen



# Showcasing Your Skills

## Final Presentation

Today, you'll have the chance to shine! Deliver a presentation on a topic that you're passionate about, showcasing the language skills you've developed. This is your opportunity to demonstrate your fluency and creativity.

## Valuable Feedback

Your classmates will provide valuable feedback on your presentation. This is a great way to learn from each other and gain new insights into your strengths and areas for improvement.



# Reflecting on Your Progress

## Group Reflection

Take some time to reflect on your journey as a language learner. What have you learned? What challenges did you overcome? What are you most proud of?

## Shared Experiences

Share your experiences with your classmates. Hearing about their journeys can provide valuable insights and inspire you to continue learning.



# Building a Stronger Foundation



## What Went Well

We'll review the positive aspects of your learning experience. Identify the strategies and techniques that were most effective for you.



## Areas for Improvement

We'll discuss areas where you can continue to develop your skills. Focus on specific strategies and resources that will help you grow.

# Personalizing Your Growth





# Beyond the Classroom

1

## Conversation Partners

Find native speakers to practice your language skills. Conversation groups or online platforms are great options.

2

## Immersive Content

Surround yourself with the language. Watch movies, listen to music, or read books in your target language.

3

## Travel and Exploration

If possible, travel to a country where your target language is spoken. Immersing yourself in the culture can be a powerful learning experience.

# Embrace the Journey

1

## Celebrate Milestones

Recognize and appreciate your progress. Celebrate each milestone, no matter how small, to stay motivated.

2

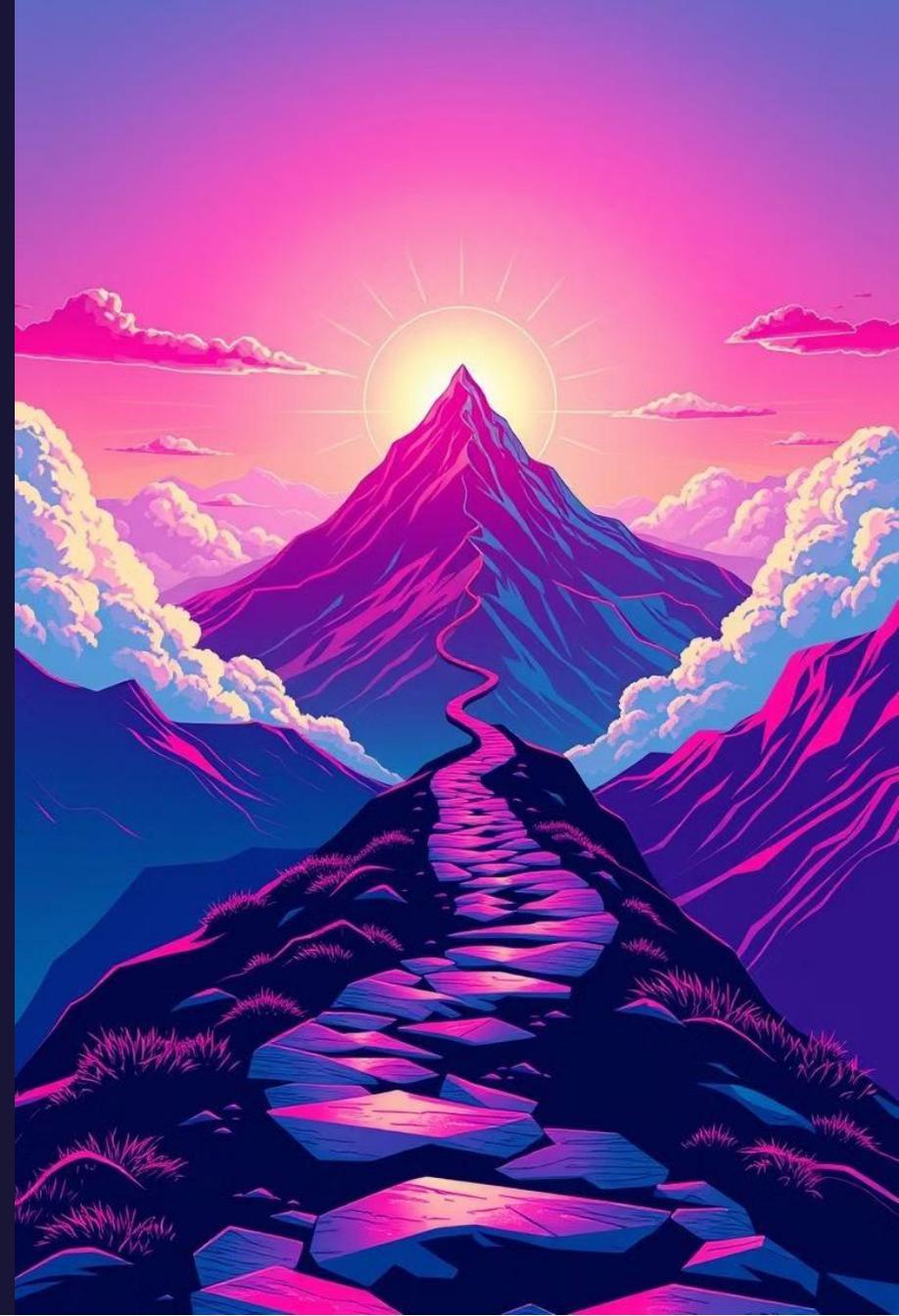
## Embrace Challenges

Challenges are a natural part of learning. Use them as opportunities to grow and refine your skills.

3

## Stay Curious

Maintain a thirst for knowledge. Explore new aspects of the language and culture. Seek out opportunities to expand your understanding.



# The Power of Consistency

1

## Regular Practice

Consistency is key to success. Set aside time each day to practice your language skills.

2

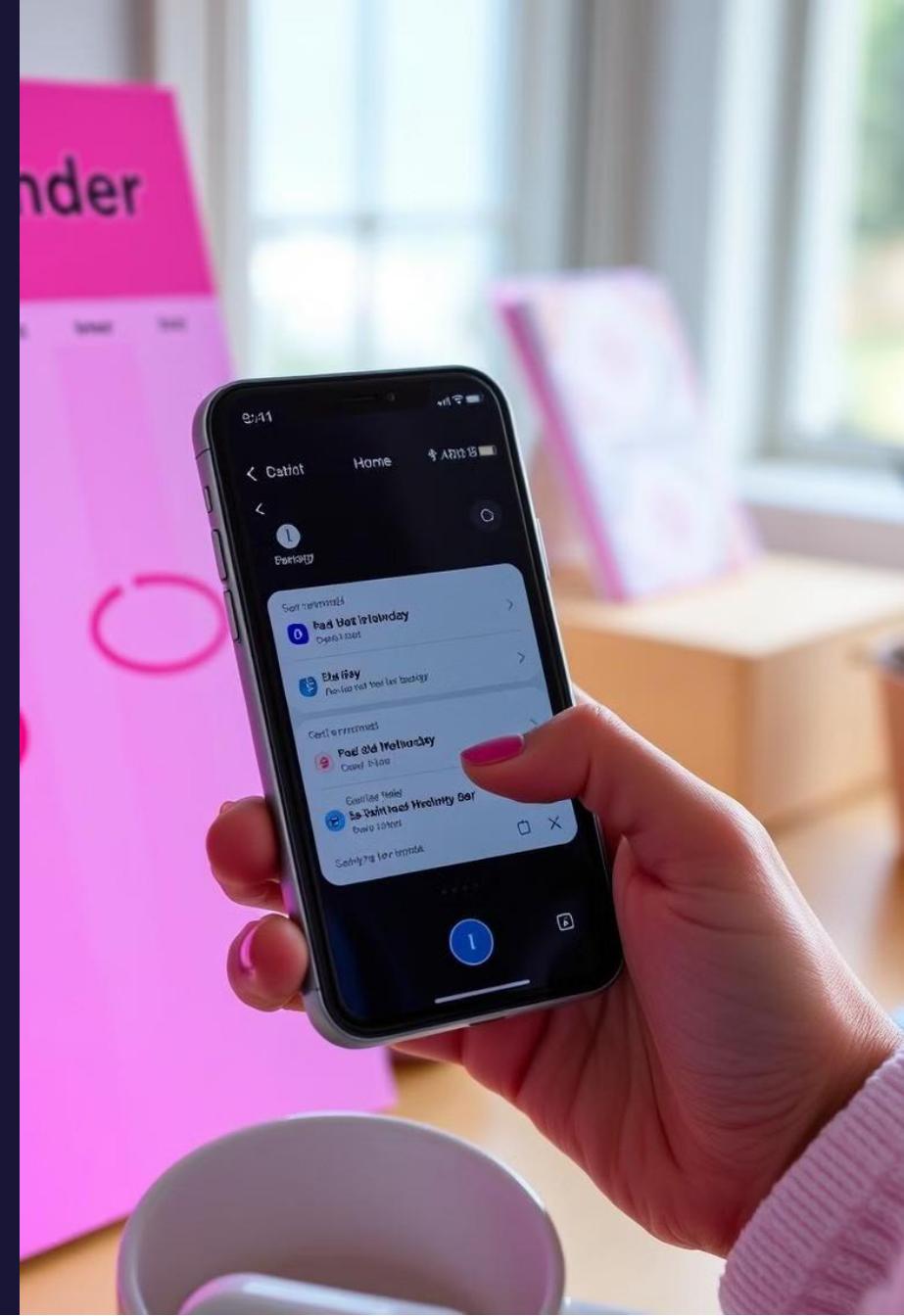
## Goal Setting

Having clear goals will help you stay motivated and focused on your language learning journey.

3

## Accountability

Share your goals with friends or a language partner to stay accountable and motivated.



# Resources to Continue Your Learning





# The Next Chapter

As you embark on your next chapter, remember the skills and knowledge you've gained. You have the tools to continue your language learning journey with confidence. Keep practicing, stay motivated, and always seek out new opportunities to grow. Congratulations on your success!