

**KISHORE BHARATI BHAGINI NIVEDITA COLLEGE (Co-Ed)**  
148, Ramkrishna Sarani, Behala, Kolkata-700060.

ESTD-2001  
Website: [www.kbbnc.ac.in](http://www.kbbnc.ac.in)  
Email Id: [kbbncollege@gmail.com](mailto:kbbncollege@gmail.com)



5.1.2 Following capacity development and skills enhancement activities are organised for improving students' capability

## 2. LANGUAGE AND COMMUNICATION SKILLS

Year	Name of the capacity development and skills enhancement program	Period (from date - to date)	Number of students enrolled	Name of the agencies/experts involved with contact details (if any)
2022-2023	<b>LANGUAGE AND COMMUNICATION</b>			
	SPOKEN ENGLISH	16 MAY - 02 JUNE	183	KISHORE BHARATI BHAGINI NIVEDITA COLLEGE (CO-ED), DEAPRTMENT OF ENGLISH

Sana 05/08  
2024  
Principal  
Kishore Bharati Bhagini  
Nivedita College (Co-Ed.)



# **DEPARTMENT OF ENGLISH**

## **ADD-ON COURSE**

**2022-23**

**AN ENDEAVOUR TOWARDS FUTURE FOOTSTEP**

**COURSE TITLE:**

**SPOKEN/CONVERSATIONAL ENGLISH**

**KISHORE BHARATI BHAGINI NIVEDITA COLLEGE (CO-ED)  
148, R. K. SARANI, KOLKATA 700060.**

**WEBSITE: [www.kbbnc.ac.in](http://www.kbbnc.ac.in)**

**EMAIL ID: kbbncollege@gmail.com**

## **ADD ON COURSE PLAN SPECIFICATION**

**Subject Name: English**

### **A. Basic Information:**

Course title	Spoken English
Name of Course Coordinator	Dr. Nilanjana Sen
Credit Hours	30
Programmes in which the course is offered	B.A/B.Sc./B.Com (Honours and General)
Level/Year at which this course is offered	Even Semester

### **B. Course Objectives:**

The Department of English, Kishore Bharati Bhagini Nivedita college, Behala has agreed upon introducing an add-on course in Spoken English during the summer recess of 2023 for its own students. The department has found it worthwhile to attach another supplementary programme to the ongoing honours and general B.A. courses. A clear grasp on the English language is often an edge in career advancement possibilities. The department, along with the institution, have conceded upon the following objectives while proffering this programme:

- 1) Many students are often found be lacking in their English language skills. This course can enhance their linguistic abilities.
- 2) A student, after having attained her/his college degree, irrespective of acquiring tremendous dexterity in writing, might require a strong command over the spoken tongue which, in turn, peaks ones professional possibilities.
- 3) There are many people in our society who could not perfect their English accent and pronunciation. The accent though is quite natural, but the pronunciation of any language can be learnt and mastered, though it needs continuous practice for over a considerable length of time. This new initiative is bound to improve the pronunciation of the learners.
- 4) The new programme has arranged innovative classes, such as, preparation for mock interviews, extempore speeches, debates, recitation et al to offer an extra edge to the undergraduates
- 5) Knowledge of Working and Business English is also on the agenda

  
**Principal**  
**Kishore Bharati Bhagini**  
**Nivedita College (Co-Ed.)**



- 6) Spoken English shall also be supplemented by writing practices in class rooms beyond the existing curriculum.

**C. Course Description:**

Module/Week	Unit	Credit	Hours
<b>Module 1: General Introduction to Spoken English</b>	Objective of the course.	<b>1</b>	<b>1</b>
	Breaking the glass ceiling and establishing rapport.		
	Familiarizing learners with the course content.		
<b>Module 2: Vocabulary and Pronunciation</b>	Sounds of English language and basic phonetics.	<b>4</b>	<b>4</b>
	Vowel and consonant.		
	Diphthong.		
	Silent letters.		
	Synonyms, antonyms, homonyms, homophones.		
	One-words substitutions.		
	Foreign loans.		
	Idioms and phrases.		
	Accent.		
	Exercise		
<b>MODULE 3: Basic rules of grammar for framing sentences</b>	Parts of speech.	<b>6</b>	<b>6</b>
	Articles.		
	Gerand, participle and infinitive.		
	Tense.		
	Person and number.		
	Joining and splitting.		
	Punctuations.		
	Different kinds of sentences (I) Based on meaning: Assertive (affirmative and negative), imperative (order, advice, request), interrogative (using "be" verb, using "do" verb, "wh" question), exclamatory, optative.		
	(II) Based on structure: Simple, Compound, complex.		

*Sana*  
Principal  
Kishore Bharati Bhagini  
Nivedita College (Co-Ed.)

	Transformations of sentences (change of voice, change of mode of narration, change of degree).		
	Written test		
<b>MODULE 4: Conversational skill</b>	Simple spoken conversation:	6	6
	Greeting and courtesy.		
	Oral commands.		
	Conversation on different topics (weather, time, apparel, food habits, culinary, fashion, sports, medical world, experience sharing etc).		
	Picture card reading (observation and description).		
	Fluency.		
	Practice		
<b>MODULE 5: Listening and comprehension</b>	Grasping the meaning after listening to a passage read aloud.	6	6
	Comprehension of meaning by listening to audio visual medium.		
	Mock test		
<b>MODULE 6: Formal and informal interaction</b>	Extempore.	6	6
	Demo on telephone conversation.		
	Narration of a story.		
	Collecting information to prepare a speech on an event.		
	Anchoring.		
	Mock-interviews: personal introduction.		
<b>MODULE 7: Concluding session/Final Review</b>	Collecting feedback.	1	1
	Optional performance.		
	Interaction in English.		
Total		30	30

**Assessment:**

**Module wise Assessment (40%)**

**Culminating Review (30%)**

**Classroom Participation and mutual interaction (30 %)**

**D. Course Components (total contact hours):**

Lecture: 24 Hours

Verbal and Written Test: 6 hours

Additional study/learning hours required of the students: 12 hours

Scheduling of evaluation and Task for students : As and When required

*[Signature]*  
Principal  
Kishore Bharati Bhagini  
Nivedita College (Co-Ed.)

Self- Assessment, Developing  
the skill through continuous interaction.

**E. Faculty and Staff Requirement for the Course:**

Number of Faculty Required: 1 ( External Expert) + 5 (Internal facilitators)  
Number of staff required: 1

**F. Learning Resources:**

Required Text: Available in the College Library & provided by the teacher  
personally

Electronic Media available

**G. Facilities Required:**

Classroom with ICT Facility: Available

**H. Course evaluation & improvement Methods:**

Acquiring Feedback from students on the effectiveness of teaching, Satisfaction  
of their needs and holistic classroom experience.

Strategic planning and required action based on the feedback.

  
Principal

*Principal*  
Kishore Bharati Bhagini  
Nivedita College (Co-Ed.)

  
Course Co- coordinator



DATE	TIME	TOPIC	TEACHER	SIGNATURE
16.05.2023	1 hour +2 hours	GENERAL INTRODUCTION, VOCABULARY AND PRONUNCIATION	ALL & ANINDITA MITRA	Chitra
17.05.2023	2 hours	VOCABULARY AND PRONUNCIATION	ANINDITA MITRA	Anindita Chitra
18.05.2023	2 hours	GRAMMAR	NILANJANA SEN	Nilan
19.05.2023	2 hours	GRAMMAR	NILANJANA SEN	Nilan
22.05.2023	2 hours	GRAMMAR	NILANNJANA SEN	Nilan
23.05.2023	2 hours	CONVERSATIONAL SKILL	SIDDHARTHA BISWAS	Siddhartha
24.05.2023	2 hours	CONVERSATIONAL SKILL	SIDDHARTHA BISWAS	Siddhartha
25.05.2023	2 hours	COMPREHENSION BY LISTENING	AGNIMITRA ROY	Agnimitra Roy
26.05.2023	2 hours	CONVERSATIONAL SKILL	SIDDHARTHA BISWAS	Siddhartha
29.05.2023	2 hours	FORMAL AND INFORMAL INTERACTION	MANJISTHA BASU	Manjista
30.05.2023	2 hours	FORMAL AND INFORMAL INTERACTION	MANJISTHA BASU	Manjista
31.05.2023	2 hours	FORMAL AND INFORMAL INTERACTION	MANJISTHA BASU	Manjista
01.06.2023	2 hours	COMPREHENSION BY LISTENING	AGNIMITRA ROY	Agnimitra Roy
02.06.2023	2 HOURS + 1 HOUR	CONPREHENSION BY LISTENING, CONCLUDING SESSION	CHITRA AGARWAL & ALL	Chitra Agarwal