



MANONMANIAM SUNDARANAR UNIVERISTY,
TIRUNELVELI-12
SYLLABUS
CERTIFICATE COURSE IN SPOKEN ENGLISH



Subject Status	Subject Title	Subject Code
Core	Spoken English	RCSE1
Core	Introduction to Phonetics	RCSE2
Core	Public Speaking	RCSE3



SPOKEN ENGLISH

Unit – 1 :- Greeting – Introduction – Inviting Someone

Unit – 2 :- Making Requests – Offering Help – Seeking Permission

Unit – 3 :- Expressing Gratitude – Persuading – Complimenting

Unit – 4 :- Expressing Sympathy – Complaining – Apologising

Unit – 5 :- Making Suggestions – Warning Someone – Asking about Remembering.

Text Books :

Spoken English for you. Level – I by G. Radhakrishna Pillai and K. Rajeevan
(Emerald Publishers, Chennai)

INTRODUCTION TO PHONETICS

Unit – 1 :- Organs of Speech

Unit – 2 :- Phonetic Symbols – Vowels and Consonants

Unit – 3 :- Syllable – Strees.

Unit – 4 :- Intonation

Unit – 5 :- Errors in Pronunciation – Transcription

Text Book :

Introduction to English Phonetics for foreign Students, by T. Balasubramaniam.

Reference : English Phonetics for Beginners by Iyadurai, Jones Publications.

PUBLIC SPEAKING

Unit – 1 :- Need for Communication – Communication and Language – Principles of Effective Communication – Barriers to Communication.



Unit – 2 :- Listening for Main ideas / Specifics – Listening to a dialogue / lecture / Speech etc.

Unit – 3 :- Making Effective speeches – Welcome Speech, Presidential Address, Vote of Thanks etc.

Unit – 4 :- Describing a person / Place / event etc. – Developing Arguing competency compering.

Unit – 5 :- Group Discussion and Debate.

Reference :

1. Mass Communication in India – Kevel J. Kumar (Jaico Publishing House, Mumbai)
2. A Course in Spoken English by A. Nihamathullah, Y. Seyed Mohammed, Jasmine Mathialagan, A Calisthers, A. Joycilin Shermila Publication Division, Manonmaniam Sundaranar University, Tirunelveli – 12.

