DR. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY, CHHATRAPATI SAMBHAJINAGAR.

Circular / Syll. Sec./ A.C. Res./ Curriculum/ 2026.

It is hereby inform to all concerned that, on the recommendation of Board of Dean's; **the Academic Council at it's Meeting held on 28th October, 2026 has accepted the *"Curriculum of 'Short Term Course on Spoken English' as per University Norms"*.**

This is effective from the Academic Year 2026-27 and onwards as per appended herewith.

All concerned are requestsed to note the contents of this circular and bring notice to the students, teachers and staff for their information and necessary action.

University campus,
Chhatrapati Sambhajinagar-431 004.
Ref. No. Syll. Sec./A.C. Res./
Curriculum/ 2026/454-57.

Date: 30/ 10/ 2026.

Deputy Registrar
Syllabus Section

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Copy forwarded with necessary action to:-

1] **The Head, all concerned departments,**
2] **The Director,** University Network & Information Centre, UNIC, with **a request to upload this Circular on University Website.**
3] **The Director, Board of Examinations & Evaluation,**
4] **Public Relation Officer** [PRO],

Dr. Babasaheb Ambedkar Marathwada University, Chhatrapati Sambhajinagar.

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DrK*301026/-

Dr. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY, CHHATRAPTI SAMBHAJINAGAR SUB-CAMPUS, DHARASHIV

Department of English

SHORT TERM COURSE ON SPOKEN ENGLISH

Syllabus

2026 Onwards

Dr. Babasaheb Ambedkar Marathwada University, Aurangabad
Sub-Campus, Osmanabad
Department of English

SHORT TERM COURSE ON SPOKEN ENGLISH

(Three credits Course)

English is the language of science, computers aviation, diplomacy and tourism. English language plays vital role in the lives of students. Being international language, English language helps students to connect in a global world. Businesses, multinational companies and many other firms need employees who are fluent in English communication. The bridge course on spoken English intends to introduce students various grammatical aspects used in day to day conversation. Spoken English has come to occupy a greater significance in world. The study of grammar will help the students to communicate their feelings and thoughts properly. This study also helps students to face challenges at global level. Students are facing problems in communicating in English language and the present bridge course will help students to overcome the problems of communication in English.

Unit : 1 Speaking Skills (15 Hours)

A] Introduction to Phonetics – Varieties of English, Importance of phonetics, Classification of English sounds, Description of vowels and consonants, transcriptions, the syllable, stress, intonation.

B] Formal and Informal Speech – Language functions: Greetings, thanking, persuading, complaining, apologizing, making requests, asking for /giving permissions, instructions, directions, agreeing / disagreeing, speaking for/giving advice, and inviting etc.

Unit : 2 : Listening Skills (15 Hours)

A] Definition of listening skills, listening versus hearing, process of listening, problems the students faced in listening

B] What is good listening? Barriers of listening, strategies of listening, listening activities

Unit : 3 : Presentation Skills (15 Hours)

A] What is presentation? Goals of presentation, some useful expression when making Presentation – Opening remarks, stating purposes, giving outline, giving preliminary Information, and starting with a context, emphasizing important points, keeping audience involved, summarizing and concluding, inviting questions.

Suggested Readings

1. Kenneth and Anderson and Tony Lynch: *Study Speaking*, Oxford University Press
2. Sethy J. et al, *Practice Course in English Pronunciation*, Prentice Hall
3. P. Prasad. *Communication Skills*
4. Balasubrahmanya. *A Course in Phonetics for Indian students*, Macmillan Pub.
5. Jayashri Mahanaraj. *Speak Well*, Blackswan Pub.
6. Jaffrey Leech and Svartik: Communicative grammar of English, Pearson
7. Leena Sen. Communicative Skills, Pretince Hall

Mode of Examination

Written examination : 60 marks (questions to be set on all three units)
Oral/Practical examination : 40 Marks

Passing Criteria

The students scoring more than 49 marks will be considered as pass student. The certificate of completion of bridge course on Spoken English will be provided to the successful candidates

Course	Bridge Course On Spoken English
Credits	03 Credits
Duration	03 Months
Fees	Rs. 1000/-
Eligibility Criteria	Any graduate
Usefulness of Bridge Course on Spoken English	Schools, Colleges, Publishing Firms, Advertising companies, Language Trainer, Content Developer Translator, BPO Executive, Relationship Manager Front Desk Executive, Tutor, Tourist Guide