

# Certificate Course in Spoken English

## Paper I – Phonology of English

Objective:-

- 1) To enable the students to acquire phonetic skills required for oral skills.
- 2) To give ear training to students to help them to listen sounds which are not There in their regional languages.
- 3) To acquaint the students with the phonological structure of modern English.
- 4) To orient the students to word accents and speech rhythm and spoken English.

This paper will cover the following components:-

- i) Vowels and consonants
- ii) Syllables and CVC pattern.
- iii) Rules for word accent.
- iv) Weak forms & strong forms.
- v) Accent patterns in connected speech.
- vi) Rising tone, falling tone & intonation.
- vii) Transcription.
- viii) Pronunciation.

Books:-

- 1) Spoken English for India  
By – R.K. Bansal & J.B.Harrison ( Orient Longman, Mumbai, 2000)
- 2) An English Phonetic Reader  
By R.K. Bansal & Cive Brsneet (Orient Longman, Mumbai, 1976)
- 3) Better English Pronunciation  
By J.D.O. Connor. (Universal Book Stall, New Delhi, 1992)
- 4) Spoken English  
By V. Sasikumar & P.V.Dhamija (Tata Mc Grow Hill, New Delhi, 2001)
- 5) A Book of Structure and Function of Madern English  
By. Prof. Sarita Bobade – Mane (Phadake Prakashan, Kolhapur, 2006)
- 6) Oxford, Advanced Learner’s Dictionary of Current English  
By. A.S. Hornby ( Oxford University Press, Calcutta Fourth Edition, 1989).
- 7) Better Spoken English  
By. S. Chaudhary ( Vikas Publishing House, New Delhi, 2004)
- 8) A Textbook of English Phonetics For Indian Students  
By. T. Balsubramaniam (Macmillan, New Delhi, 1999).

## Paper II – Conversational English

Objectives:-

- 1) To improve communicative competence of the students.
- 2) To enable the students to converse in their life situations.
- 3) To train the students to use English for the practical purposes.

Syllabus:-

a) Patterns:-

- i) Greeting
- ii) Introducing one self
- iii) Invitation :- Accepting – Declining
- iv) Making Request
- v) Expressing Gratitude
- vi) Complimenting and Congratulating
- vii) Expressing Sympathy
- viii) Apologizing
- ix) Asking for Information
- x) Seeking Permission
- xi) Complaining and Expressing Regret

b) Using English in Real life Situations:-

- i) At the Bank / post – office / College – office
- ii) At the Green Grocer
- iii) At the Temple
- iv) At the College Canteen or Restaurant
- v) At the Police – station
- vi) At the Railway – station / Bus – station
- vii) At the Medical Shop
- viii) At the Garage
- ix) At the Air Port
- x) At the Library
- xi) Interviews
- xii) Booking a Room In a Hotel
- xiii) At the Travel Agency

**Books:-**

1. English for Practical purposes  
by. Z. N. Patil, Dr. Ashok (Macmillan Ind. Ltd.)
2. Spoken English for you  
By G. Radhakrishna , Pillai, K. Rajeevan.  
(EIEPL, Emerald Publication ),
3. English Conversational Practice  
by K. S . Sunita , Annie Pothan. S.  
(Sterling Publication Private Ltd )
4. Success with Spoken English for Undergraduates  
by Dr. Saraswati. (Commonwealth University Books).

**Paper III – Basic English Grammar****Objectives:-**

- 1) To acquaint the learner with the modern English usage.
- 2) To take remedial steps to correct the errors that enter the learner's Language system while learning English as a foreign language.
- 3) To make them aware of the peculiarities of English language.

**Syllabus:-**

- i) Parts of speech and their uses.
- ii) Word formation
- iii) Tenses and their uses.
- iv) Articles and their uses.
- v) Types of sentences and sentence patterns.
- vi) Synonyms and their uses.
- vii) Antonyms and their uses.
- viii) Antonyms and their uses.

**Books :-**

- 1) English Grammar for Today  
By Geoffrey Leech, Margarat Deushar and Robert Hoogenraad ( Pub. Palgrave)
- 2) Living English Structure  
By W.S. Allen ( Orient Longman 1997 )
- 3) A Remedial English Grammar for Foreign Students  
By F. T. Wood ( Macmillan ).
- 4) High school English Grammar and Composition  
By P.C. Wren and H. Martin ( S. Chand Co. Mumbai 2006 ).
- 5) A Practical English Grammar  
By Thomson and Martinet ( Oxford University Press, 1986).

SOLAPUR UNIVERSITY, SOLAPUR  
Janvikas Kendra  
Certificate Course in Spoken English

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Day: - Friday  
Date: - 12/02/2016  
Subject: - Phonology of English

Time: - 11.00 to 2.00  
Marks: - 80  
Paper-1

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**Instruction:** 1) All Questions are compulsory.  
2) Numbers to the right side indicate marks.

**Q.1. Give phonetic transcription of following words. 10**

1. Name
2. State
3. Blue
4. Rail
5. Namesake
6. Nail
7. Obtain
8. Sand
9. Table
- 10.tame

**Q.2 Match the following. 10**

A	B
1.Glottal	1)V
2.Palato-alveolar	2)O
3.Labio-dental	3)P
4.Dental	4)d3
5.Bilabial	5)h

**Q.3 Write in brief.(any 2) 20**

1. Consonants
2. Weak forms
3. Accent pattern
4. Intonation

**Q .4. Explain the following terms in brief (any four) 20**

- 1.Strong forms
- 2.Tone
- 3.Syllable
- 4.Phonemes
- 5.Sound
- 6.Word accent

**Q.5.Define the following terms.(Any five) 20**

1. Speech Mechanism/Speech Organs
2. Bilabial Sounds

3. Consonants
4. Dental
5. Fricative
6. Plosive
7. Unrounded vowels
8. Three term labels
9. Stress and unstress
10. Glottal



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Certificate Course in Spoken English

Day: - Monday

Date: - 15/02/2016

Subject: - Conversation of English

Time: - 11.00 to 2.00

Marks: - 80

Paper-2

- Instruction:** 1) All Questions are compulsory.  
2) Numbers to the right side indicate marks.

**Q.1 Fill in the blanks.**

**10**

1. Can I help you? -----.
2. ----- What a beautiful flower.
3. ----- Happy Birthday to you.
4. ----- I get your cell phone for a moment.
5. Where are you from? -----.
6. May I introduce myself? -----.
7. How was your Hyderabad trip? -----.
8. You are looking -----.
9. I am very -----.
10. You are looking -----!

**Q. 2. Match the following.**

**10**

- | A                     | B                               |
|-----------------------|---------------------------------|
| 1. Good night         | 1) you are welcome              |
| 2. Congratulations    | 2) It was pleasure meeting you. |
| 3. How is everything? | 3) Thank you.                   |
| 4. Nice to meet you   | 4) Night                        |
| 5. Thank you          | 5) Fine, thanks.                |

**Q.3. Answer the following question (Any two)**

**20**

- 1) You want to book room in Hotel Surya. Write the conversation between you and concerned officer.
- 2) Write a conversation between you and your friend meet at the Navi peth.
- 3) You want to get your 'Adhar card' from Municipal Corporation .Write the conversation you and concerned officer.

**Q.4. Answer the following questions (any four)**

**20**

- 1) How you will ask for help in formal & informal situation. Write a request two differently.
- 2) Write a dialogue between you and your college librarian regarding book-bank scheme.

- 3) If somebody asks you about solapur city. What the Specialties' you will him/her.
- 4) Make a list of questions you will ask to the candidate in an interview for the post of junior clerk.
- 5) Write a dialogue between you and Railway Booking clerk about train Enquiry?
- 6) Write a dialogue between you and college office clerk about admission procedure?

**Q.5 write a Short notes (any four)**

**20**

1. How to express apologizing?
2. How to greet people in Formal & Informal situation?
3. How to asking for Information?
4. How to express gratitude?
5. How to invite your friend for New Year Celebration Party?



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Day: - Tuesday

Date: - 16/02/2016

Subject: - Basic English Grammar

Time: - 11.00 to 2.00

Marks: - 80

Paper- 3

**Instruction:** 1) All Questions are compulsory.  
2) Numbers to the right side indicate marks.

**Q. 1. Name the parts of speech to which the underlined words belong in the following sentence.** **10**

- 1) Gathering was over last month.
- 2) She objected to my plan of a picnic.
- 3) He carefully arranged his life.
- 4) thank you very much, my boy.
- 5) I am not interested in your proposal.
- 6) The movie is based on the real life.
- 7) I wanted to be an actor, but my father opposed.
- 8) Hush! We are free at the end.
- 9) They are neighbours to the Thakurs.
- 10) He wants me to meet him urgently.

**Q.2 Match the following.** **10**

- | A          | B                   |
|------------|---------------------|
| 1) They    | 1) Relative Pronoun |
| 2) Love    | 2) Material noun    |
| 3) Solapur | 3) Pronoun          |
| 4) Silver  | 4) Proper noun      |
| 5) Whom    | 5) Abstract Noun    |

**Q.3 Answer in brief (Any two)** **20**

1. Usage of simple future tense.
2. How to talk about Simple Present tense.
3. Usage to "To be".

**Q.4. Answer the following questions (Any five)** **20**

- 1) Give five commands to your friend.
- 2) Usage of definite articles.
- 3) What is interrogative sentence?
- 4) What is exclamatory sentence?
- 5) Write any four sentences in simple present tense
- 6) Usage of indefinite articles

**Q.5 Answer the following questions (Any four)** **20**

- 1) What is Bound morpheme?
- 2) Give two examples of Simple sentence
- 3) Give two examples of acronyms.
- 4) What is 'base' or 'root' word?



- 5) Write any four words with prefixes
- 6) Write any four words with Suffixes
- 7) Give two examples of exclamatory sentence
- 8) Give two antonyms of “Beautiful”
- 9) Give any two synonyms of “goal”.
- 10) Give any two examples of definite articles.