

# SURENDRANATH LAW COLLEGE

24/2, M.G Road. Kolkata – 700009

Phone : 033-2350-3896

[info@snlawcollege.ac.in](mailto:info@snlawcollege.ac.in)



**ORGANIZES**  
**CERTIFICATE COURSE IN COMMUNICATIVE**  
**ENGLISH**  
**CHAIRPERSON: DR. MOHAMMADI**  
**TARANNUM**

**COURSE COORDINATORS: DR. SARANI**  
**ROY, ASSISTANT PROFESSOR OF**  
**ENGLISH & MRS. MAFUZA YASMIN,**  
**ASSISTANT PROFESSOR OF SOCIOLOGY**

## IMPORTANT DETAILS:

**Commencement of Course:** Shall be notified

**Mode** Shall be notified

**Registration Fee:** 500/- per participant

**Note :** The Course is free for all the Students of Surendranath Law College

## ABOUT THE COLLEGE:

Surendranath Law College is an esteemed law institute affiliated to the University of Calcutta and recognized by the Bar Council of India, also regarded as one of the oldest law colleges of the country. 'Rastraguru' Surendranath Banerjea, the great patriot and educationist founded this college in the heart of the city close to the Sealdah Station - considering the convenience of commuting and to encourage more students to partake of quality education, especially for those who belonged to the downtrodden community. In 1882, the Presidency School, which formed the nucleus of the present Institution, was handed over to Sir Surendranath Banerjea on 1st January 1884. He raised it to the status of a college affiliated to the F.A. standard and named it "The Presidency Institution". Within a year the institution was converted into a full- fledged, first grade college under the name "Ripon College". Its activity was further extended through the opening of the Post-Graduate Department of Law in 1884, which was later affiliated to the Calcutta University in the year 1885, as an independent professional college. Presently, Surendranath Law College imparts 5 years B.A.LL.B. course, 5 years B.A. LL.B. (Honours) course and two years LL.M. course.

## ABOUT THE COURSE:

The unprecedented growth in the realm of scientific and technological innovation has made the world a small and a very well connected, one that can operate as one single community despite many apparent differences and divisions. In this world the need for a common communicative language is felt stronger than ever. And English has been acting as that lingua franca for many decades now.

This Common Language, in the 21<sup>st</sup> century, is no longer just a means to express oneself. It is a new way to experience the world, to access foreign cultures, to be part of global communities and to increase the possibility of becoming a global citizen. The Certificate Course in **Communicative English** is designed to enhance one's language skills in English, especially with a special focus on improving speaking skills.

Since English is now the international medium of expression, it is necessary to master the language to stay connected with the world.

**This Certificate Course aims to develop not just the communicative or interpersonal skill of the students but aims to boost their overall sense of confidence.**

## OBJECTIVES OF COURSE:

The objective of this course is to equip participants with the necessary language skills and strategies to effectively communicate in English in various real-life situations. By the end of the course, participants should be able to:

1. Speak English confidently in both formal and informal settings.
2. Improve listening and comprehension skills.
3. Enhance vocabulary and grammar usage.
4. Engage in meaningful conversations and discussions.
5. Develop writing skills for different purposes.

6. Provide recreation through learning as interactive games, situational conversations, and audio-visual sessions will be part of the course.
7. Better equip them for accessing employment opportunities.

### **COURSE DESIGN AND VENUE:**

- ❖ Duration: The duration for value added course shall be 30 hours, two hrs per day;
- ❖ Timings: As mentioned in the schedule (30 hours).
- ❖ This Course shall be held in online mode.

### **ELIGIBILITY CRITERIA:**

This certificate course is open for UG Students, PG students and working professionals and job aspirants.

### **PROCEDURE FOR REGISTRATION/ENROLMENT AND IMPORTANT DATES:**

- ❖ The Course Dates & Course Schedule will be Officially announced through a Notice in the College Website.
- ❖ Registration for the course must be completed through the Google Form provided in the registration link.
- ❖ Participants are required to fill in their details in the Google form to register for the course.
- ❖ Registration Dates and Registration Link will be officially announced through a Notice in the college website.
- ❖ All Candidates are required to fill up a Google form to provide Feedback at the end of the Course.
- ❖ Submission of Feedback form is MANDATORY for all Candidates.

## ATTENDANCE:

- ❖ 70% attendance is mandatory for the course;
- ❖ Participants who fail or do not appear for the final examination shall not be awarded certificate.

## Evaluation and Assessment:

This Certificate Course shall carry 100 marks, with continuous assessment (20 marks) including attendance and participation in class activities and final, end- of-course assessment (80 marks).

FINAL ASSESSMENT	MARKS
Project Submission	20
Viva	20
Group Discussion	20
MCQ	20
Attendance + Class participation	20
<b>Total</b>	<b>100</b>

Evaluation of the performance will be graded as shown below:

GRADES	MARKS%
A+	80 and above
A	70-79
B+	60-69
B	50-59
C	40-49
F	Less than 40

## CERTIFICATION:

Candidates on successful completion of the Certificate Course shall be awarded by a certificate issued and duly signed by the Authority. Participants, who shall obtain 40% and above, will be provided with certificates. The Grade obtained by the candidates will be indicated in the awarding certificate. The decision of the adjudicator in evaluating and grading will be final.

## Course Structure

<b>MODULE 1</b>	INTRODUCTION - To the Course, the modus operandi and targets to achieve
	THINK IN ENGLISH - Watch your thoughts in English.
<b>2 Classes Of 60 mins with 10 mins break in between</b>	IDENTIFY surrounding objects by their ENGLISH TERMS/NAMES –Students’ activity.
	IDENTIFY everyday activities by their ENGLISH TERMS; Students’ activity.
	Technical Session on PARTS OF SPEECH – by Instructor
	Listening Skill – 1
<b>MODULE 2</b>	Explaining the Concept of LSRW; Points to remembers about Listening Skill
	Storytelling Session by the Instructor- Students will recount the same story
<b>2 Classes Of 60 mins with 10 mins break in between</b>	Audio Clip will be played; students will share whatever they have understood
	STUDENT QUERIES and trouble shooting.
	Listening Skill – 2
<b>MODULE 3</b>	Recap
	Dictation- Passage will be read out and students will have to take running dictation
<b>2 Classes Of 60 mins with 10 mins break in between</b>	Passage will be provided for self-correction of errors
	Discussion will follow
	Speaking Skill – 1

	Introduction to the basic features of speaking skill
	Problems faced by non-native speakers
	Pronunciation of Vowel Sounds: -
	Significance of Mother Tongue Influence- Students
	Pronunciation: Monophthongs and Diphthongs
	Examples discussed by Instructor.
<b>MODULE 4</b>  <b>2 Classes</b> <b>Of 60 mins with 10 mins break in between</b>	PRONUNCIATION: Consonant sounds as in v, b, m, w, p, h, j, z, r, s, sh.
	Concept of Body Language: Its importance in Non-verbal communication.
	GESTURE and POSTURE: Social skills etiquette.
	Body Language and Self Confidence
	Oratory or Art of Public Speaking
	Etiquette for formal telephone calls, written texts and Formal and Informal Expressions – SAMPLES given by Instructor.
	Direct-Indirect Speech; Active-Passive Voice – Conceptual
	Facing an Interview: Discussion + Practice
<b>MODULE 5</b>  <b>2 Classes</b> <b>Of 60 mins with 10 mins break in between</b>	Speaking Skill 2- Students Activity
	Extempore
	Dialogue Exchange Group Discussion
	Recording a Video/ Vlog/ Podcast
<b>MODULE 6</b>  <b>2 Classes</b> <b>Of 60 mins with 10 mins break in between</b>	Reading Skill
	Introduction to the basic features of Reading skill
	Common Errors- Regional effect and colloquial usages
	Spelling Checks
	WORD COMPRESSION – its, it's, n't, 'll etc.
	Question tags
	Comprehension- Unseen Passages will be Provided
	WORKSHEET to be completed by students. DISCUSSION ON CORRECT ANSWERS.
<b>MODULE 7</b>  <b>2 Classes</b> <b>Of 60 mins with 10 mins</b>	Writing Skill
	Introduction to Basic Features of Writing Skill
	Difference between Spoken and Written Languages
	Types of Sentences
	Verbs + Tenses
	Letter Writing Skills – Formal and Informal Letters.

<p>break in between</p>	<p>CV Writing Skills- Meaning of CV – components of a good CV – Discussion by Instructor. Sample CVs given to students. Templates of a CV for quick reference.</p>
<p><b>MODULE 8</b></p> <p>2 Classes Of 60 mins with 10 mins break in between</p>	<p>Overall Review of all previous modules</p>
	<p>Students' Feedback Session</p>
	<p>Vote of Thanks</p>
	<p>MCQ Test</p>