

**MANAGED BY JIVAN JYOT TRUST
J.Z SHAH ARTS & H. P. DESAI
COMMERCE COLLEGE,
AMROLI-SURAT.**

Re-Accredited B++ (CGPA 2.94) BY NAAC (3rd Cycle)

Affiliated To Veer Narmad South Gujarat University, Surat



**Certificate Course on
“COMMUNICATIVE ENGLISH FOR CAREER”
(CCCEC)**

Total Hours: 30 Hrs.



Communicative English for Career (CEC)

Objectives of the Course

To enable the learner to communicate effectively and appropriately in real life situation.

Pre-requisite

To learn communicative basic grammar knowledge.

Expected outcomes of the course

English-speaking course can help learners speak correct English and that too fluently. However, it is very important to choose the right English speaking course for learners to ensure do not waste time, efforts and money.



Course Syllabus in Detail

- **Grammar**

- Parts of Speech, S-V-O
- Articles / Prepositions / Conjunctions
- Tenses of 'To Be' & 'To Have'
- List of 'Wh.' Question Words
- Imperative Sentences, The Simple Tenses
- The Continuous Tenses (Present / Past)
- The Perfect Present Tense,
- The Continuous Perfect Present Tense
- The Modal Auxiliaries (Simple), 'Going to' (Present)
- Degrees of Comparison

- **Speaking Practice**

- Self Introduction / - My daily routine
- My yesterday's / - My tomorrow's routine
- My visit to.../ - My next birthday's planning
- Others

- **Listening & Speaking**

- What did you listen?
- Picture Description
- Pick & Speak
- Let's talk more

- **Vocabulary**

- Reading Comprehension - Story & Newspaper
- General Vocabulary for Daily Use
- Interview Tips & Questions for Fresher
- Live Training
- Practical ways to improve English
- Verb List



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