



Text Books :	1. Communication Skills, Sanjay Kumar and Pushpa Lata. Oxford University
---------------------	--



BAPATLA ENGINEERING COLLEGE:: BAPATLA
(Autonomous)
Department of English

	Press. 2011 2. Better English Pronunciation, J.D. O' Connor. Cambridge University Press:1984 3. New Interchange (4rth Edition), Jack C Richards. Cambridge University Press:2015 4. English Conversation Practice, Grant Taylor. McGraw Hill:2001
References (Software) :	1. iTell Orell Digital Lab 2. Buzzers for conversations, New Interchange series

Self-Learning Activities

Unit:1

1. Communication Process Observation

Observe a real-life communication situation and identify the sender, message, channel, receiver, feedback and barriers involved.

2. Communication Barriers Diary

Maintain a one-week diary identifying situations where communication was ineffective and suggest appropriate strategies to overcome the barriers.

3. Active Listening Practice

Listen to a short English speech, podcast or recorded conversation and prepare a brief summary of the key points.

4. Listening for Specific Information

Watch an English news report or educational video and note down specific information such as names, numbers, facts and key ideas.

Unit:2

5. Pronunciation Practice

Record your own pronunciation of selected English words containing consonant, vowel and diphthong sounds, compare it with a standard pronunciation model, and identify areas for improvement.

6. Syllable and Stress Identification

Select 20 commonly used English words, divide them into syllables and mark the stressed syllable.



BAPATLA ENGINEERING COLLEGE:: BAPATLA

(Autonomous)

Department of English

7. Rhythm and Intonation Practice

Record yourself reading a short dialogue and practice appropriate rhythm, rising intonation and falling intonation.

Unit:3

8. Everyday Conversation Recording

Prepare and practice a short conversation based on an everyday situation such as introducing oneself, asking for information, making a request or interacting with a classmate.

Unit:4

9. JAM Self-Practice

Select five familiar topics and speak for one minute on each topic without extensive preparation. Record the sessions and evaluate fluency, vocabulary and confidence.

10. Debate Preparation and Self-Practice

Choose a contemporary topic, prepare arguments for and against the topic, and practice presenting your views clearly and confidently.