

***Special Course in English Language Proficiency for Officials  
from Myanmar  
16 January to 10 March, 2023***

**Eligibility**

Graduates/Post graduates in any discipline with some knowledge of English and five years of working experience in a government sector.

**Objectives of the course**

The specific objectives of the course are to enable participants to:

- develop grammatical competence
- enrich vocabulary
- listen and understand a variety of spoken texts
- speak fluently in a variety of contexts
- read and understand different kinds of texts
- write different types of texts
- gain exposure to Indian history, heritage and culture

**Justifications/Rationale**

The curriculum is designed keeping in view the age, the experience and the heterogeneous backgrounds of the participants, with room for flexibility to suit the needs of the various groups.

To provide a holistic learning experience for the participants, the classes are organized around a set of communicative functions useful for adult learners.

**Course components and modality**

Language components addressed during the course are listening, speaking, reading and writing, along with grammar and vocabulary.

The programme will be of 8 weeks (80 hours) duration with 10 hours of study each week of which 3-4 hours may be live online sessions and 6-7 hours may be dedicated to asynchronous videos that can be downloaded and watched by the participants, handouts and assessment sheets may be uploaded on the platform used/emailed to the participants.

The division of asynchronous and synchronous sessions among the various components is as follows:

|                                     | Asynchronous | Synchronous |
|-------------------------------------|--------------|-------------|
| Listening                           | 7            | 4           |
| Speaking                            | 8            | 4           |
| Reading                             | 7            | 4           |
| Writing                             | 7            | 4           |
| Grammar                             | 8            | 4           |
| Vocabulary                          | 8            | 4           |
| Indian History Heritage and Culture | 7            | 4           |

## Tentative Day-wise breakup of the programme\*\*

### Week 1

| Day       | Asynchronous (Flexible)                  | Synchronous (Fixed) |
|-----------|--|---------------------|
| Monday    | 1 hour of Listening<br>1 hour of Writing | 1 hour of Listening |
| Tuesday   | 1 hour of Vocabulary                     | 1 hour of Speaking  |
| Wednesday | 1 hour of Grammar<br>1 hour of Reading   | 1 hour of Reading   |
| Thursday  | 1 hour of IHHC                           |                     |
| Friday    | 1 hour of Speaking                       |                     |

### Week 2

| Day       | Asynchronous (Flexible)                  | Synchronous (Fixed)  |
|-----------|--|----------------------|
| Monday    | 1 hour of Listening<br>1 hour of Writing | 1 hour of Writing    |
| Tuesday   | 1 hour of Vocabulary                     | 1 hour of Grammar    |
| Wednesday | 1 hour of Grammar                        | 1 hour of Vocabulary |
| Thursday  | 1 hour of IHHC                           | 1 hour of IHHC       |
| Friday    | 1 hour of Speaking                       |                      |

\*\*This is a tentative timetable for the first two weeks.

### Technical requirement at far-end/participants' end

During the live sessions participants are expected to have laptops/smart phones with good internet connectivity and the ability to log into Google meet/ zoom meetings. Participants should have a Gmail account.

### Video conferencing/ online platform to be used by the institute

Google classroom

### Learning outcomes

By the end of the training programme the participants will be able to:

- improve their proficiency in English
- equip themselves with skills such as reading, writing, listening, speaking and reference skills.
- use English language with confidence