

**THE ENGLISH AND FOREIGN LANGUAGES UNIVERSITY  
HYDERABAD, INDIA  
*PROGRESS TO PROFICIENCY - BASIC***

### **Introduction**

The course ***Progress to Proficiency in English – Basic*** is offered to professionals from ITEC countries. The course is of 04 weeks duration (around 100 contact hours).

English is the *lingua franca* of the world, which is predominant in maintaining international diplomacy and global business ties. On the other hand, regional (recognised) languages have been used for effective communication inside the territory of the Indian states.

**Teaching English to the non-natives** has ensured our place as a global leader as proficiency in the development of language skills is highly sought after. This programme also encourages the **sharing of Indian culture and knowledge** through study tours while visits to heritage sites will **foster better understanding** of the **rich Indian culture and heritage**

### **Aim and objectives**

The overall aim of the course is to develop participants' proficiency in English and to equip them with skills such as reading, writing, listening, speaking and referencing.

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

- develop their grammatical competence
- enrich their 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 like letters, essay, reports etc

### **Eligibility**

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

The candidates should be able to understand and respond to simple oral statements and questions of an everyday nature in English. They should have basic vocabulary to read and write simple sentences and short texts. They should be familiar with the conventions of writing in English. We do not expect candidates who are at the zero level.

### **Course content and methodology**

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.

Out of the 100 contact hours spread over the 04-week programme, 92 hours are allocated for classroom study and 08 hours for extension lectures by experts on arts, culture and traditions of India. The components for **basic level** are listening, speaking, reading and writing, along with pronunciation, functional grammar and vocabulary.

The teaching methodology includes group work, pair work, discussions, short lectures and assignments. In order to provide a holistic learning experience for the participants, the classes are organised around a set of communicative functions useful for adult learners. The contact classes and assignments aim to give the participants hands-on experience in using English. The programme also includes a study/cultural tour.

### **Evaluation**

The performance of the participants is evaluated through weekly internal assessment (based on assignments, tests and classroom activities) and an end-of-course examination.

### **Study tour**

During the course the participants are taken on sightseeing tours of Hyderabad, so that they can get **glimpses of its ancient history and rich culture**. A study tour also forms part of the programme. These tours give the participants **opportunity to use the English they learn on the course**, and get **acquainted with the rich culture and heritage of India**.

### **Book kit**

Participants are provided with a book kit comprising books on grammar and word power, and a set of course books.

### **Faculty Profile**

The faculty who teaches on the ITEC Course is internationally trained, fully qualified, and vastly experienced teachers of this university. The teachers are from various departments of the Schools of English Languages Education, Distance Education and Languages Sciences in EFL University. Teachers have specialization in areas of ELT, Linguistics and Phonetics.

Besides them, experts in different aspects of art and culture are invited to interact with the participants.