

Unit I The Art of Communication

- Communication Process
- Extempore speech
- Preparing outline of a Presentation
- Sign posting

Unit II Different Media, One Message

- Media vocabulary and job titles
- Different types of news
- News reports and news headlines
- Radio news bulletin

Unit III The Wander Thirst

- Different types of Travel-Safari, Cruise, Trekking, Eco-tourism etc
- A check-in conversation at the hotel
- Describing a tourist spot
- Drafting a letter of complaint

Unit IV We are What we Eat

- Food vocabulary
- Recipe
- Interview on food choices/good health practices
- Debate

Unit V The World of Opportunities

- Job application and Curriculum Vitae