

Conversation Skills for MBA Students

Course Description

The course is an informal English class offered to speakers of English as second/ third language, who wish to improve their English communication skills. The course is designed for students and professionals who need to speak better English for personal or career purposes. The main focus of this course is on students' ability to express themselves in everyday situations including job related situations. Therefore, topics provided in this course include but not limited to the followings:

- Pronunciation,
- Vocabulary and idioms,
- Etiquette on how to introduce people,
- Showing and asking of directions,
- Places and descriptions,
- Team building,
- Elements of common work conversations,
- Etiquette of job interview,
- Self-esteem (Faces and shapes),
- Work place problems and solutions,
- Respect of differences in culture,
- Food and Cooking,
- Ordering food in restaurant,
- Aim/ purpose/ Meaning in life,
- Paper/technical presentation,
- Negotiation in business, and
- Bargaining

Method

Method of approach is communicative, which will help the learners to develop all five English language skills - reading, writing, speaking, pronunciation and listening. When confident in all of these four areas the learners will achieve fluency.

To give an engaging and relevant framework to learning these skills, each lesson will focus on a specific topic, which will vary from current affairs to everyday issues with guidance on the use of proper grammar, vocabularies and pronunciation if needed. As facilitators we will select topics that will create a fun atmosphere with a decrease of the fear of English but increase the

interest for discussion, interaction, explore more of self and other cultures within an English context. Class activities include: group discussions, role plays, pronunciation, and games.

When learners speak the language they learn the language.

Rationale

We believe every individual has been blessed with divine potential which needs to be shaped and molded. The lesson plan is a holistic approach which is intentionally made to support the learner's need which is to speak fluent English. The lesson plans content activities for the learners to experience an active and fun learning environment where they will get maximum opportunity to practice conversation in English language. By the end of the classes, learners will gain more confidence to speak better English and become competent in their life and career.

Goals

By the end of the course students should be able to:

- Communicate more effectively and professionally,
- Have more confidence and courage to interact with others in English,