

**Report on “English Language Skills Program” by CCG&D**  
**From**  
**February 15, 2023 to March 23, 2023.**

The Centre for Career Guidance and Development (CCG&D) Integral University, Lucknow organised an English Language Skills Program for all the students of the university. The four language skills of **Speaking, Listening, Reading, and Writing** were taken into consideration when creating this course. The curriculum strictly adhered to Common European Framework of Reference for Languages (CEFR) levels and British Council.

The course was designed keeping in mind the students’ need, to build effective communication skills. The four skills support a person not only professionally but also in forming relationships, establishing friends, and developing self-assurance. Most businesses are searching for personnel with abilities to manage problems, resolve disagreements, and communicate effectively. Therefore, in the contemporary workplace, effective communication is one of the most valued abilities.

The duration of the program was 20 hours. The course was conducted by Ms. Huma Iqbal, English Communication Trainer, CCG&D. More than 35 students successfully completed the program. E – certificates were issued to the students who maintained minimum 75% attendance and scored 50% or more in the assessment.

The learning outcomes of the program are as follows:

1. Reading:

- Comprehend and put together information from passages with rich concepts and complicated language.
- Make proper judgements by drawing links between different bits of information.

2. Listening:

- Understand key concepts and clearly convey important information.
- Maintain track of information across lengthy stretches of a lecture that is intellectually challenging and occasionally confusing.
- Identify how information or examples are being used and how they are connected.

### 3. Writing:

- Write text that is lucid, well-developed, and well-organized.
- Collect relevant information from several sources, make it coherent, then write it out in a clear and concise manner.

### 4. Speaking:

- Talk about a variety of general and academic subjects with relative ease.
- Speak clearly and use intonation so that speech is easy to understand and follow.

Glimpses of the session:



Ms. Huma Iqbal, Communication Trainer, CCG&D conducting sessions during the program