

English Language Learning Program

Adult Communication Program

Purpose:

Communicating well in English has become essential in today's world. The competency level as well as the personality of people, both in the professional world as well as their personal lives, is often judged according to how well they communicate. It has become very important to hone one's communication skills since one's success in life heavily depends on it.

Top Notch is an award-winning communicative course for adults and young adults created by Pearson. Designed for international communication, it aims at enhancing its students' communication skills in English, and thereby bridging the language barrier which often hinders their growth in the professional and the personal front.

Program:

- *Top Notch* includes a series of learning material including books, audio-visual elements and online resources.
- *Top Notch* recognizes the need for encouraging constant practical usage of the four main skills of communication viz. listening, speaking, reading and writing.
- Therefore, it tries to provide students with the maximum amount of practice and guidance possible in their English communication skills, in simulated daily life and professional environments.
- The topics and exercises in this program expose the students to many kinds of information and fields of study, encouraging students to grow intellectually as more informed and sensitive beings, along with teaching them English.

About TopNotch:

Natural English which Fits Any Context: *Top Notch* is a dynamic program with the flexibility to fit any teaching situation. It uses the natural language that people *really* speak, in practical situations useful for all.

Learner Centered Approach: Its rock-solid learner-centered approach allows students to confirm their progress at the end of every lesson, enabling effective self-study on their part.

English as an International Language: *Top Notch* prepares students for interaction with both native and non native speakers of English. In addition, it helps students develop cultural awareness of various cultures.

Using English in Everyday Context: *Top Notch* teaches students how to use English in their daily life, i.e. watching movies, health and personal care. It teaches students to describe and discuss what is most familiar to them, like their families or friends.

Learning to Socialize with Confidence: Students are taught how to use interactive English in any setting through chapters like 'Greetings and Small Talk'. This skill becomes extremely useful in the students' professional life. The activities in the book are designed for individual, pair and group work,

allowing students to frequently interact with their peers and therefore build their confidence levels while constantly practicing their language skills.

Authentic Material: Every session in the *Top Notch* program contains some amount of authentic material like articles, advertisements and statistical charts for the students' perusal. These, along with enhancing their communication skills, serve to raise their awareness levels and increase their knowledge about the world around them.

Features of Top Notch:

- Essential **model conversations** that make key social language unforgettable and easy to personalize
- **Intensive vocabulary development** with active recycling
- **Complete grammar support**—extended by a bound-in Grammar Booster
- “*Top Notch Interactions*”—unique step-by-step **discussion builders** that guarantee success for *all* learners
- Thorough attention to **pronunciation**
- A wide array of **learning strategies and activities** that promote critical thinking
- Authentic and **refreshing content** that connects students to the real world

Level 1 Program outline

S. No.	Sessions	Time (Hours)
1	Orientation and UNIT 1 - Getting Acquainted	3
2	UNIT 1 - Getting Acquainted	3
3	UNIT 2 - Going Out	3
4	UNIT 2 - Going Out Contd.	3
5	UNIT 3 - Talking About Family	3
6	UNIT 3 - Talking About Family Contd.	3
7	UNIT 4 - Coping With Technology	3
8	UNIT 4 - Coping With Technology Contd.	3
9	UNIT 5 - Eating In Eating Out	3
10	UNIT 5 - Eating In Eating Out Contd.	3
11	Review Test	3
12	UNIT 6 - Staying in Shape	3
13	UNIT 6 - Staying in Shape Contd.	3
14	UNIT 7 - Finding Something to Wear	3
15	UNIT 7 - Finding Something to Wear Contd.	3
16	UNIT 8 - Getting Away	3
17	UNIT 8 - Getting Away Contd.	3
18	UNIT 9 - Taking Transportation	3
19	UNIT 9 - Taking Transportation Contd.	3
20	Review Test	3

Level 2 Program Outline

S. No.	Sessions	Time (Hours)
1	Orientation & UNIT 1 - Greetings and Small Talk	3
2	UNIT 1 - Greetings and Small Talk	3
3	UNIT 2 - Movies and Entertainment	3
4	UNIT 2 - Movies and Entertainment	3
5	UNIT 3 - Staying at Hotels	3
6	UNIT 3 - Staying at Hotels	3
7	UNIT 4 - Cars and Vehicles	3
8	UNIT 4 - Cars and Vehicles	3
9	UNIT 5 - Personal Care and Appearance	3
10	UNIT 5 - Personal Care and Appearance	3
11	Review Test	3
12	UNIT 6 - Eating Well	3
13	UNIT 6 - Eating Well	3
14	UNIT 7 - Psychology and Personality	3
15	UNIT 7 - Psychology and Personality	3
16	UNIT 8 - Enjoying the Arts	3
17	UNIT 8 - Enjoying the Arts	3
18	UNIT 9 - Living with Computers	3
19	UNIT 9 - Living with Computers	3
20	Review Test	3