

# TRAINER MANUAL FOR JOSH

A State Wide Program on Soft Skills  
Development

An initiative of Punjab Government  
Punjab EDUSAT Society

## **OBJECTIVE:**

Written with the objective of serving the needs of all those offering professional training in VOICE & ACCENT. This manual will help in standardizing the process of training. This is an elementary but detailed manual with enough information, to facilitate the trainer, with general rules that will make the trainer's task of teaching easy.

## **DESIGN**

This manual consists of the Introduction to Josh Program, Voice and Accent sessions, facilitation skills and language software usage skills.

## CONTENT

Session 1	Introduction and objectives of Josh Program
Session 2.	Content and Coverage of the program
Session 3	Introduction to Accent, vowels and consonants
Session 4.	-do-
Session 5.	Long Vowel I sound Short ih and ee sound
Session 6.	Sound eh and ae
Session 7.	Sound Ah and E
Session 8.	Sound Aw, oh & 9(schwa)
Session 9.	Sound uh and oo
Session 10.	Sound ow/oi eu
Session 11.	Sound Aye, Oa, ew
Session 12.	Comprehensive Vowel sound practice
Session 13.	Introduction to Consonants
Session 14.	Sound v & w
Session 15.	Sound t, d
Session 16.	Sound p, b
Session 17.	Sound s, sh
Session 18.	Sounds z/j/zh
Session 19.	Sound Th and The
Session 20.	Sound r/l
Session 21.	Syllable & Syllable division
Session 22.	Syllable Stress
Session 23.	Pronunciation & Syllable Stress
Session 24	Voice Modulation & Intonation
Session 25.	Introduction to software
session 26.	Course Facilitation Skills
Session 27.	Demo Session
Session 28.	Q and A session

## SESSION 1 and 2

### Introduction to Josh and Content Coverage

#### What are Soft Skills?

- People' skills
- Effective Communication Skills
- The personal values and interpersonal skills that determine an individual's ability to adjust to various environments.

#### Why are soft skills important?

Taking advantage of the emerging sectors in terms of a career

- Becoming a globally acceptable professional
- Creating self confidence
- Building rapport with colleagues
- Coping with difficult and conflicting situations
- Learning to react positively and objectively.

#### Josh

- A statewide program for soft skills development integrated with the curriculum of all schools and colleges
- Upgrade manpower in Haryana to meet the emerging requirements
- End to End solution with industry involvement – from Training to Placement assistance

#### Objective

- To increase the employability of the students.
- To create awareness about the employment opportunities available.
- To build the relevant skill sets as functional skills are not enough.
- To create a robust placement cell and increase placement assistance to students
- Standardized high quality training to the remotest locations
- Creates a career focus
- An environment for positive change
- Imparts a possibility attitude
- Exposure to cutting edge technology

## Implementation Methodology

### 3 Pronged approach

- Standardized e- learning Modules to be run through EDUSAT
- ILT at the campus through pre identified and pre trained teachers from the campus
- Practice to be provided through the Computer Based Training Software at the campus

#### 1. E Learning

Customized training videos have been designed for the students of schools and colleges of Haryana.

Session wise broadcast will be done via EDUSAT

Annual Updates will be created and added enhancing program efficacy with time

#### 2. Instructor Led Training

Handpicked teachers from each school and college to be trained for one week on the program and all its elements

They would support the students with the understanding of the program as it rolls

They would be exposed to refresher training programs every six months.

#### 3. Computer Based Training

Special software designed to help students practice their learning

The software to be installed in every school and college across

The trained teachers would have complete know how on software usage and help the students in using the same

## Modules

### **Voice and Accent**

- -Introduction to Accent
- Introduction and understanding of vowels
- The concept of long and short vowels
- The main vowel sounds like aw and oh, oo and uh
- I, ee, ih, eh and ae
- E and ah
- Diphthongs like aye, ow, oi, oa, ew and ea
- Introduction to consonants
- Manner and Place of articulation of consonants
- Important consonant sounds and their correct enunciation.
- Consonants t ,d, v, w
- Consonants p,b, s,sh
- Consonants z, j, zh, r and l
- Rate of Speech
- Voice Modulation
- Intonation

### **Communicative Grammar**

- Parts of speech
- Sentence construction
- Tenses
- Articles
- Subject verb agreement

### **Vocabulary Building**

- Sessions on building vocabulary for better expression.
- Talking about school, college, home, city food etc.

### **Conversation Skills**

- Conversations based on etiquette and courtesy, eating out, going on trips, visiting a doctor, talking about dreams etc. to help students build basic conversation abilities.

### **Soft skills**

- Attitude, Personal Grooming, Body Language etc.
- Telephone etiquette

## Interview Handling Skills

### Session 3 & 4

#### INTRODUCTION TO VOICE & ACCENT

##### What is Accent?

Accent is a characteristic pronunciation especially determined by the regional or social background of the speaker. There are different accents like American, British, and Australian etc... But, our aim is not to teach you a particular accent but to neutralize & globalize your Accent.

There exists no language the spoken form of which can be learnt directly from its written form. This is so because no language is written exactly as it is spoken. In other words, in no language is the relationship between the sound and the spelling perfect. And, in a language like English such relationship does not even begin to be satisfactory. This makes the need for a special course in spoken English all the stronger.

A course in spoken English can take the form of either a course in 'what to say' or a course in 'how to say'.

##### Components of Accent

There are 3 main parts to an accent:

*Intonation*

*Pronunciation*

*Rate of Speech*

We would take these components separately one by one in the following units.

##### What are VOWELS?

Speech sounds are broadly categorized as Vowels & Consonants. Vowels are those sounds during the utterance of which the air escapes freely, without any obstruction. In written English there are 5 vowels i.e. a, e, i, o, u. But, in spoken English there are 20 vowel sounds that are made either by vowels themselves or with the vowels in combination called Diphthongs.

A single written Vowel Can produce multiple vowel sounds. Let's understand how. Let's take an example of "a" as a written vowel. But look at how a single written vowel "a" can produce multiple spoken vowel sounds. Let's pronounce these words:

Cat	ae
Father	ah
Account	schwa

Ball           aw  
Day            E

**A single vowel in written English gives us multiple sounds in spoken English.**

**20 VOWEL Sounds**

ih	pretty	eh	well
ae	man	aw	bought
U	up	uh	good
I	nine	ee	machine
E	day	oh	note
ew	menu	oo	blue
ea	near	ah	far
oa	poor	eu	pure
aye	hair	oi	boy
ow	out	schwa	ago

**Vowels are of three types:**

**Lip Vowels**

ah fast  
aw fought  
oh photo  
oo fool

**Tongue Vowels**

ae fat  
E fate  
ee feet  
ih fit

**Long Vowels**

ee beet  
oh boat  
E bait

**Short Vowels**

ih bit  
aw bought  
eh bet

***Rounded Vowels***

*oh shone*

***Unrounded Vowels***

*aw shot*

***Activity-Identify the words with the short vowel sounds:***

Tick the word with the short "ae" sound:

Mat Pot Cup

Tick the word with short "eh" sound:

Snake Tube Bell



Tick the word with short "ih" sound:

Telephone          Cap          Pin

Tick the word with short "aw" sound:

Duck          Frog          Rat

Tick the word with short "uh" sound:

Pull          Pole          Pool

***Activity-Identify the words with the long vowel sounds:***

Tick the word with long "E" sound:

Cat          Cake          Cup

Tick the word with long "ee" sound:

Plate          Feet          Steak

Tick the word with long "I" sound:

Fish          Light          Elephant

Tick the word with long "oh" sound:

Boots          Frock          Boat

Tick the word with long "oo" sound:

Parachute    Good          God

## **CONSONANTS**

A consonant is a sound in spoken language that is characterized by a constriction or closure at one or more points along the vocal tract. The word consonant comes from Latin meaning "*sounding with*" or "*sounding together*".

While Vowels are pronounced from the vocal cords with minimal shaping of expelled breath, consonant sounds are created through obstruction or channeling of the breath by the lips, teeth, tongue, throat, or nasal passage, variously combined. Some consonants, like B, involve the vocal cords; others don't. Some, like R or W, flow the breath in a way that steers them relatively close to being vowels

**There are 21 consonant letters in the written alphabet (B, C, D, F, G, H, J, K, L, M, N, P, Q, R, S, T, V, W, X, Y, Z), and there are 24 consonant sounds in most English accents. . . .**

- A consonant sound is produced by shaping, stopping or blocking the air stream as it passes through the nose or mouth.
- The position of the articulators will affect the consonant sound.
- A consonant sound can be voiced or voiceless.

### Why Work on Consonants?

- Indian consonant sounds are harsher than English consonant sounds.
- Need to soften the consonant sounds.
- To get speech clarity.
- To build resonance.
- Some of the English consonant sounds are missing in certain regional languages. E.g. zh, sh, f etc. Need to learn these sounds to speak correct English

Consonants are of two types:

#### The Voiced Consonants

This involves the muscular activity of the tongue as well as the activation of the Vocal chords.

#### The Unvoiced Consonants

These are made by the muscular expulsion of breath without the vocal chords being activated.

#### Activity

Listen to the words and decide whether it has s sound or z sound.

- |             |          |        |         |
|-------------|----------|--------|---------|
| 1. eyes     | nose     | wrist  | ears    |
| 2. walls    | waltz    | wells  | ways    |
| 3. carrots  | apples   | peas   | raisins |
| 4. pleasing | pleasant | please | pasta   |
| 5. deserve  | daisy    | serve  | design  |
| 6. single   | seize    | size   | sings   |

**Activity: Choose the most logical response.**

1. Rope/ robe)  
A. I'm going to tie the dog.  
B. I want to cover myself.
2. (Write/ride)  
A. In my diary.  
B. In the park on my bike.
3. (Gold/cold)  
A. It was full of ice.  
B. It was very expensive.
4. (Fan/van)  
A. I need more room for the family.  
B. The weather is very hot.

5. (B / v)  
A. Yes, its spelled v-e-r-y.  
B. Yes, its spelled b-u-r-y.

### ***Word Stress***

*English is a stressed timed language. Word stress refers to stressing upon A syllable in the word. In other words, word stress means a prominent syllable. As a general rule only one syllable is stressed in one word.*

#### ***How to pronounce a stressed syllable?***

*When a syllable is stressed, it is pronounced:*

*Longer in duration*

*Higher in pitch*

*Louder in volume*

*How do you say teacher?*

*Longer- teeeeee cher*

*Higher- tea cher*

*Louder- TEA cher*

*All three combined-TEEEEEE cher*

### ***Intonation***

Intonation is the term used to refer to the distinctive use of different patterns of pitch that carry meaningful information. Pitch is the rate of vibration of the vocal folds. When we speak, normally the pitch of our voice is constantly changing. We describe pitch in terms of high and low.

#### ***Let's consider the following example:***

Question: What is the difference between the two sentences?

1. He is going tomorrow.

2. He is going tomorrow?

The melodies of the two sentences are different.

The melody of the first sentence drops at the end making it a statement.

The melody of the second sentence rises at the end making it a question.

These sentence melodies are called intonation.

### ***Rate of Speech***

Asians are known to speak at almost twice the pace as people in the west, making business communication very difficult. A fast rate of speech gives the impression of an anxious and ineffective person. Speech is very hard to understand. You have to facilitate communication. It's your job to make an effort to understand and to be understood.

### **SESSION 5** *LONG Vowel I, ih and ee Sounds*

I	my	smile
outshine	decline	client
pry	pliant	shy
science	sign	classify
satisfy	why	try
modify	pride	remind

#### **Activity: A Short Quiz**

Identify the words with the 'I' sound from the word groups.

1. big tie tree
2. kind practice pistol
3. win wind bind
4. blind bend bin
5. free fit fight

#### **The I Sound in Sentences.**

Why don't you try and go by the dry patch.

I want to try the dried pie.

I'm twice your size in the height.

I tried to get the guy to buy my bicycle.

I liked the shy guide and sighed

Science is my favorite subject.

#### **Fill in the blanks with the words with 'I' sound.**

1. The sun was shining \_\_\_\_\_ly.
2. He took \_\_\_\_\_de in his son's achievements.

3. \_\_\_\_\_ve your car on the left side of the road.
4. Reality shows offer big \_\_\_\_\_ze money to winners.
5. I will catch a \_\_\_\_\_ht from the airport.

Activity Ask trainees to give words with long vowel I sound & randomly ask trainees to frame words into sentences.

## Short ih & ee Sounds

### Words with Short ih Sound

- is
- village
- office
- vision
- annoying
- before
- six
- become
- religion
- gift
- artist
- beyond
- river
- pretty
- children
- hill
- begin
- sister

### The short ih in Sentences

Linda is a pretty girl with good English.  
Women follow traditions in a big way.  
Jim is busy doing a technical training.  
Listen to this ridiculous bit from history.

### Words with ee Sound

detailed	clean	peel
keep	speak	dreams
between	need	meet
breathe	feelings	people
sleep	fleet	leaders

### Sentences with ee sound

I see people in detail in my dreams.  
The BPO industry is indeed growing in India.  
I wish to live on the beach and take a dip in the sea every evening.  
The peacock is a pretty bird, especially in the monsoon season.  
An interest in reading will broaden your vision and improve your English.

### Exercise

Now make some more words by writing -ea- or -ee- in the gaps:

gr__dy .	tr__tment	fr__zing	m__ning
. pl__sed	bl__k	t__th	w__kend
. b__troot	f__ture	cr__ture	str__t
. icecr__m	agr__ment .	gr__se	b__chboy

## Difference in Small ih and ee

Long	Short	
Eat	It	I eat it
Beat	Bit	The beat was a bit strong
Keys	Kiss	Give me a kiss for the keys
Cheek	Chick	The chick's cheek is soft
Deed	Did	He did the deed
Feet	Fit	These shoes fit my feet
Green	Grin	The Martian's grin was green
Heat	Hill	Put your heel on the hill
Jeep	Jill	Jill's jeep's here
Creep	Crib	Let's creep near the crib
Leap	Lip	He bumps his lip when he leaps
Meal	Mill	She had a meal at the mill
Neat	Knit	He can knit neatly
Peel	Pill	Don't peel the pill
Reed	Rid	Get rid of the reed
Seek	Sick	We seek the sixth sick sheep
Sheep	Ship	These sheep on the ship
Sleep	Slip	The girl slips when she sleepwalks
Steal	Still	He still steals!
Streep	Strip	Meryl streep is in a comic strip
Team	Tim	Tim is on the team
these	This	These are better than this one
Thief	this	The thief took my things
Weep	Whip	Who weeps from the whip?

### Exercise: Fill in the blanks

A farm animal with broad snouts and a curly tail.

Another farm animal with curly hair or fleece.

A male ruler of a country who is a member of a royal family.

A female ruler of a country or the wife of a king.

A large stream of water.

The river runs to it.

To speak or say something very quietly.

A sound made when one is frightened.

P\_ G

SH\_ \_P

K\_ NG

QU\_ \_ N

R\_ VER

S\_ \_

WH\_ SPER

SC\_ EAM

## SESSION 6 - eh & ae Sounds

### Words with eh sound

Delhi	energy	better
favourite	relatives	heavy
hesitant	education	selection
never	merit	merry
leg	many	envy

**Activity:** Complete the story using the words given in your workbook.

bed      eldest      vegetables      felt    insect    well    check  
member    reddish      expect      helped    friends

Ravinder was the \_\_\_\_\_ son in the family. He always \_\_\_\_\_ all the other family \_\_\_\_\_ and also his \_\_\_\_\_. One day he was bitten by an \_\_\_\_\_. He \_\_\_\_\_ a lot of pain in his arm which had turned \_\_\_\_\_ in colour. He went to the doctor for a \_\_\_\_\_ up and was advised \_\_\_\_\_ rest for ten days. His family made a lot of green \_\_\_\_\_ for him and told him to \_\_\_\_\_ a lot of friends. He got \_\_\_\_\_ in no time.

### The 'eh' sound in sentences

1. He dropped his pen on her head.
2. I entered the empty room.
3. My best friend is my personal diary.
4. I scored much less than what I expected.
5. The exam has both objective and subjective questions.
6. Men prefer intelligence more than beauty in women.

### Words with ae Sound

fact	actually	graduation
travel	canter	pamper
lad	man	astray
sham	strap	thank
cattle	Bangalore	ample
attitude	apple	manager



**Activity:** Complete the story using the words given in your workbook.

land            battle    bandages   analyze       wrapped    chapter  
lack            packets   back                    action        blankets

The ..... of the Stalingrad was fought between Nazi Germany and the Soviet Union in the bitter winter of 1943. When we ..... the results of this epic..... we realize that this was the first instance in the World War II that the Germans were pushed ..... It was the single most destructive.....of the war fought on ..... The bitter cold coupled with a severe ..... of ..... made the situation even darker. The injured soldiers were ..... in ..... and there was a shortage of food ..... The ..... continued for three months till the Germans surrendered.

### Sentences with ae sound

1. The man who showed us magic was wearing black pants.
2. I am having snacks.
3. It is a factory that produces candies.
4. Practice makes a man perfect.
5. The cat balanced on a thin rope.
6. The salad is fantastic.

### Fill the blanks with 'eh' and 'ae' sounds:

- I love s\_ndwi\_ \_ \_ es made of brown br\_ \_ \_.
- The r\_d \_pp\_e is so tasty.
- The c\_n\_ \_e h\_s a bright y\_ll\_ \_ flame.
- My b\_ \_ck sw\_ \_t\_r has r\_ \_ stripes on it.
- Green leafy v\_ \_ \_t\_bl\_ \_s are a must for good h\_ \_lth.
- The air h\_st\_ss is st\_ \_ \_ing in the plane.
- The fruit sa\_ \_ d is v\_ \_ y delicious.
- C\_bb\_ge and pumpkin are not fruits

### Activity: Pick the odd one out:

- Ant
- Rat
- Kangaroo
- Elephant
  
- Hen
- Cat
- Chimpanzee
- Camel

- Jelly Fish
- Bat
- Hedgehog
- Zebra

- Woodpecker
- Heron
- Alligator
- Leopard

### Sentences with eh & ae sounds

Anna sat down after losing the first set.  
 The brave men manned the hostile border.  
 The camel went to the chemist and said he was sad  
 Her head had hurt all night.  
 Then he asked if Kevin was taller than Keith.  
 Let's bet on Sachin's bat.  
 The fat boy went to the fete.  
 He got a message from her in the massage parlour.  
 He's eating a red radish.  
 His dad is unfortunately dead.  
 He went to bed with a bad cold.  
 He was merry 'cos he didn't marry.  
 When will the van start working?  
 Please hand over the hen.  
 She was happy to go out with her hen-pecked husband  
 He lagged behind the other because of a leg injury.  
 The beggar carries a big bag.  
 He kept the cap.

Home task<sup>A</sup> Ask the trainees to write Tongue Twisters using all the Vowel sounds covered in the class so far.

## Session 7. E and Ah Sounds

### Words with E sound:

Monday	play	maintain
made	plate	great
mainly	gained	flavours
inculcate	taken	motivation
trained	blame	feign
crane	state	freight

### Exercise: Fill in the blanks using the following words:

famous nation rays pray brave

- We should ——— to God everyday.
- India is a ——— with diverse culture.
- The sun ——— brightened the whole sky.
- Kashmir is ——— for its scenic beauty.
- The army men are very ———.

### Sentences with 'E' sound

- We trained for eight days.
- Kanika has departed for France to play football.
- I will go to the market on Wednesday.
- Have you passed or failed the exam?
- It was raining very heavily today.

### Activity: Identify the words with 'E' sound in the following passage.

#### A Day by the Lake

I went to my village which has a small lake. I planned a picnic near the lake with my friends. We had taken some sandwiches, cakes, juice and paper plates. We sat near the lake and ate everything. After that we went for boating in the lake. Then the sunrays got dim and the sky got dark. Before we could leave the place it started raining. So we ran towards our house but got wet by the time we reached home.

### Words with Ah sound:

father lather farmer shark

pass  
Garfield  
pardon  
park

class  
last  
basket  
chance

heart  
dark  
market  
dance

part  
harass  
marker  
harm

**Activity: Fill in the blanks using the following words:**

apartment   plastic   hard   fast   bath   market   sharp   castle

The dolls are made out of \_\_\_\_\_.  
We should take a \_\_\_\_\_ everyday.  
She went to the \_\_\_\_\_ to buy eggs.  
Harpreet is cutting apples with a \_\_\_\_\_ knife.  
The king lived in a huge \_\_\_\_\_.

**The 'ah' sound in sentences:**

- I have passed the exam with flying colours.
- She was a very good dancer.
- The judge gave a pardon to the convict.
- This soap gives a lot of lather.
- Rahul is studying in class five.
- Raman's grandfather suffered a major heart attack.

**Activity: Choose the correct response:**

• \_\_\_\_\_ (flowers/flavours)  
The garden has a lot of \_\_\_\_\_.  
The ice cream has different \_\_\_\_\_.

• \_\_\_\_\_ (power/paper)  
The king had a lot of \_\_\_\_\_.  
We write on \_\_\_\_\_

• \_\_\_\_\_ (barks/break)  
The cat mews and the dog \_\_\_\_\_.  
The children were playing during the \_\_\_\_\_.

• \_\_\_\_\_ (Shark/Shake)  
The most dangerous fish in sea is the \_\_\_\_\_.  
My favorite drink is the mango \_\_\_\_\_.

• \_\_\_\_\_ (farm/fame)  
My grandfather lives on a \_\_\_\_\_.

Tendulkar has earned a lot of \_\_\_\_\_.

**Activity:** Identify the 'Ah' sound words in the following passage.

### A Day in a Metro City

I went to Delhi in March. Delhi is the capital of our country India. It is a big city with lots of people, scooters, cars, buses and trains. The people live in apartments in huge buildings. Every building has a park with lots of trees and flowers. I saw historical monuments like India Gate, Red Fort and Kutub Minar. The city never sleeps and keeps moving fast.

## SESSION 8 aw, oh & ə (schwa) Sounds

### Words with aw sound

also	bore	always	bought
awesome	caught	awful	thought
false	volume	tall	zombie
talk	yawn	call	lost
straw	crawl	shock	fawn

**Exercise:** Fill in the blanks using 'aw' sound.

- Niagara \_\_\_\_\_ is the highest falls in the world.
- The children are playing with the basket \_\_\_\_\_.
- He got a \_\_\_\_\_ ship from his school.
- \_\_\_\_\_ ys walk to your left on the road.
- Roses have \_\_\_\_\_ ns.

### Sentences with aw sound.

- He dropped a bottle on the box.
- Cross the road with caution.
- He was shocked to see such a huge ball made of copper.
- Lock the room properly.
- Maggi sauce is made from red tomatoes..

### Words with oh sound

boat	joke	chose	vote
don't	though	only	phone
slow	throw	stole	goes

### Sentences with oh sound

- A scare crow should be kept in open fields.
- I will follow you like your shadow.
- The show starts at four o'clock.
- Smoking is injurious to health.

- I am pretty hopeful that I will find a decent house.

**Exercise: Fill in the blanks with oh sound words.**

- My favorite colour is \_\_\_\_\_ow.
- The \_\_\_\_\_t ate all the grass.
- She is feeling sad because she is \_\_\_\_\_ly.
- The teacher asked them to take down the \_\_\_\_\_es.
- Give me some hot soup in a \_\_\_\_\_l.

**Commonly mispronounced words 'Aw' sound**

- job always solve clock want was

**'Oh' sound**

- only` notes coke show phone

**Exercise: Choose the right word.**

- (clock/cloak)

It is used for seeing time.

It is worn by kings.

- (God/goat)

We offer prayers to HIM.

It eats all the grass in the field.

- (walk/woke)

Past tense of wake is.

We go for this every morning

- (bought/boat)

We cross the river on this.

Past tense of Buy.

- (tall/toll)

It refers to height.

Roadways take this for the road tax.

- (hall/hole)

Parties are held in this.

We can peep through this.

**Words with 9 (schwa) sound**

again  
animal  
particular  
government  
reference

allow  
drama  
beggar  
gentlemen  
bothersome

woman  
china  
dollar  
problem  
otherwise

### Sentences with 9(schwa) sound

Tim's neighbour keeps on disturbing him.

He wants to become either a doctor or an actor.

I went around the theatre.

A while ago I ate a potato and a tomato.

Among them nobody was allowed to move about or else they would get arrested.

The governor succumbed to the frivolous demands of the labour union.

You should do a thorough study of the documentary.

Neither the magician nor the musician could make the sad princess happy.

Make the trainee practice these sounds using your hand to demonstrate the way your mouth opens for each sound.

mah	maw	moh	moo
pah	paw	poh	poo
tah	taw	toh	too
lah	law	loh	loo

Home task<sup>A</sup> ask the trainees to write rhyming words for aw and oh sound and frame them into sentences.

## Session 9: oo and uh Sounds

### Word with oo sound

blue      pool      true      tomb  
shoe      canoe      june      route  
beauty      juice      truth      flute  
rude      prove      group      two

**Exercise: Fill in the blanks using the words given in your workbook.**

fruits      blue      noodles      maroon      roof      moon      soupy  
toothache      zoomed      goose bumps      cruise      smoothly      through

1. She is wearing a ..... and ..... dress.
2. The ..... sailed .....
3. I love ..... noodles.
4. The camera ..... in on the plate full of .....
5. I have a terrible .....
6. You can see the full ..... from the ..... top.
7. I had ..... while watching Aahat.
8. On your way to Shimla, you will go ..... 113 tunnels.

### Sentences with oo sound.

The cool winds drew the blue birds inside  
Sue knew the truth.  
Luke shooed Lucy at the school pool  
Ruth went to the booth to show her tooth.  
Choose the blue dress for the new moon.

### Words with uh sound

put      bull      sugar      butcher      foot      wool      wood      look  
wolf      should      woman      pull      push      hood      stood      book

### Sentences with uh sound

He stood on the wood to look taller  
The wolf tried to pull the wool away from red riding hood.  
If I could I would, but should I?  
The bull ate the butcher's sugar.



**Activity: Fill in the blanks using the given 'uh' sound words.**

took            pudding        book put            sugar        wood  
wolf            would        took looked            push

1. Let me ..... some ..... in the tea.
2. Keep the ..... on the shelf.
3. Pineapple ..... is too sweet.
4. He ..... bath at seven in the morning.
5. He ..... at the .....and fainted.
6. ....you mind if I ask you something?
7. A .....pecker is a very pretty bird.
8. .... the door to open it.

**Activity: Listen to the story carefully and underline the 'oo' and 'uh' sound words.**

Choosing a destination for an adventure trip is a difficult task. We chose the nearest place to Chandigarh which is Kasauli.

We were a group of five friends and we hired a maroon Maruti Zen with blue seat covers. The engine failed so we had to push the car a bit. We also put some food items in the car like chips, fruit cakes, vegetable soup in a flask and a few Kurkure packs to munch on.

We decided to go to the woods. By the time we reached Kasauli, it was noon. The wind was cool so we wore some woolen clothes. We pitched our tents and cooked rooster on the barbecue. We also prepared yummy noodles and as a desert we made a pudding with excessive sugar in it to give ourselves more energy. At night we decided to visit a graveyard.

As we reached the graveyard, we saw a wild goose roaming about. We also saw strange things like a whole troop marching by, in huge boots, shooting in the sky and a wolf howling in the direction of the moon. We took out our camera to click a picture and zoomed in on the scene.

While looking at all this, we had goose bumps and we thought that we should get out of there. Together we ran for our lives and reached Chandigarh.

A few days later when the photographs got developed...there was nothing in them. It was then, that we realized that the men in the troop were ghosts and all the animals were ghost as well.

We all swore that we will never make such a stupid plan again.

**Exercise: . Fill in the blanks.**

- I like to have a bowl of \_\_\_\_\_ before dinner. (Soup/Scoup)
- There is a \_\_\_\_\_ breeze blowing outside. (Cool/Coal)
- The pillows and \_\_\_\_\_ are lying on the bed. (Cushion/Coupons)
- In schools we have to follow \_\_\_\_\_and regulations. (Rules/Notes)
- In winters we wear \_\_\_\_\_clothes. (Woolen/Silk)
- She loves to go swimming in the \_\_\_\_\_.(pull/pool)
- The baby \_\_\_\_\_ with delight. (cooed/ could)
- The boy ..... on the stool. ( stewed/ stood)
- The tank was ..... of water. (full /fool)

## Session 10- ow, oi, and aye Sounds

- Diphthongs are basically pairs of letters that create a different sound when put together.
- These are essential if you want your Finnish to be correct
- **REMEMBER:** These are extremely important when pronouncing Finnish words, or you will either be incorrect or not understood at all.

### The Ow sound in words

- |          |       |          |       |         |
|----------|-------|----------|-------|---------|
| • out    | rowdy | thousand | about | shout   |
| • cloud  | clout | shroud   | trout | doubt   |
| • ground | found | brown    | frown | account |

**Activity: Match the columns to form meaningful words or phrases.**

- |            |        |
|------------|--------|
| • Out      | zero   |
| • Down     | nine   |
| • Cloud    | about  |
| • Ground   | shine  |
| • Thousand | down   |
| • Round    | pounds |

### The Ow sound in Sentences

- I saw the brown girl frowning.
- I found my watch lying on the ground.
- There is no doubt about the politician's clout.
- Without the witness the case was put under the shroud.
- I heard the girl shouting loudly for help.
- The kids went to the town to see the fair.

### The oi Sound in words

- |       |          |        |       |
|-------|----------|--------|-------|
| boy   | ointment | boil   | point |
| avoid | annoyed  | voice  | royal |
| coin  | destroy  | employ | foil  |
| toys  | enjoy    | oyster | groin |

**Activity: Unscramble the jumbled words**

Liob  
Jyeon  
Snioe  
Oyj  
Inoc  
Sybo

ayorl

### The oi Sound in Sentences

- Boiling the drinking water you can destroy the germs in it.
- The royal family loves to eat oysters.
- I told the boy to apply some ointment.
- He lost his job for shouting at his employer.
- The CBI foiled the terrorists ploy.
- Learn to enjoy with your toys.

### 'aye' sound in words

- |   |       |      |       |       |        |
|---|-------|------|-------|-------|--------|
| • | air   | hair | there | care  | fare   |
| • | share | dare | tear  | where | prayer |

### Activity: Choose the Correct Response.

- I went to the barber to get a (hair/ hare)cut.
- Sheena is a (fare/ fair) girl.
- On Ridhima's birthday her father gifted her a teddy(bare/ bear).
- Please don't (stare/ stair) at the stranger.
- I bought a (pear/ pair) of scissors for the craft classes.
- I will (ware/ wear) a red dress for the party.

### Sentences with 'aye' sound

- She went there to get her chair.
- Where did you get your hair cut from?
- Dare you be unfair to your partner.
- Claire barely got her share.
- Don't tear the stuffed bear.

### Activity: Match the columns

- | A   | B      |
|---|--------|
| • The invisible gaseous substance surrounding the earth.      | scare  |
| • Have the courage to do something.                           | player |
| • Fearful or anxious.   | air    |
| • The money a passenger on public transport has to pay.       | fare   |
| • A person taking part in a sport or game.                    | dare   |
| • A large, heavy mammal with thick fur and a very short tail. | care   |
| • Feel concern or interest.                                   | bear   |

## Session 11 - The 'eu', 'ea' and 'oa' Sounds

### The 'eu' sound

- new            few            due            illusion        dilute        cute
- queue        confusion    view        diffusion      circular      distribution
- contribute    secular      virtue      future

### Activity: Identify the 'eu' sound words

- |              |            |             |
|--------------|------------|-------------|
| dew          | blue       | moo         |
| collision    | confusion  | combination |
| distribution | distortion | disorganise |
| social       | soothing   | secular     |
| fruit        | fusion     | fiction     |

### Sentences with 'eu' sound

1. She bought a new dress from the market.
2. They distributed the sweets in the School.
3. The customers were standing in the queue.
4. The van used for taking the patients is called an ambulance.
5. Barbie is the cutest doll in the world.

### The 'ea' sound in words

- near            dear            earlobe        fearless        cheerful
- beer            clear            sheer            peer            interfere
- smear          tear            sneer

### Activity: Match the columns.

- |                                 |           |
|---------------------------------|-----------|
| • State of happiness            | Fear      |
| • Laughing at someone           | Interfere |
| • Being afraid of something     | Cheerful  |
| • Meddling with others affairs. | Sneer     |

### Sentences with 'ea' sound

- We should not interfere in other's work.
- She was wearing lovely earrings in her ears.
- When the team won the game everyone cheered.

- We love our near and dear ones.
- She had tears in her eyes when she got hurt.

**Underline the 'ea' sound words in the following passage.**

I got up on Monday and saw a clear and blue sky out from my window. So I decided to go to the market near my house. I went to a jeweller's shop to buy earrings for a friend. There I saw a fearful site. A man was holding a knife and asking for money. I didn't go inside and peered through the glass. Then I called the police quickly. When the police came they went in with guns and arrested the thief. Everyone was relieved and cheered for the police. Then I went inside and bought lovely earrings for my dear friend.

**The 'oa' sound**

**Words with 'oa' sound**

- poor            sure            tour            cruel            dual            usual
- casual        manual        sewer        moor            actual        visual

**Activity: Identify the 'Oa' sound words hidden vertically and horizontally**

D	U	A	L	P	S	Q	C
R	K	D	A	N	U	S	R
L	F	E	W	E	R	R	U
T	M	X	J	W	E	V	E
J	P	O	O	R	P	R	L
K	O	M	O	J	N	B	C
T	O	U	R	Z	H	U	I
A	S	D	F	M	O	O	R

**Sentences with 'oa' sound**

1. The poor man did not get any shelter in the rain
2. We should always be kind to people and should not be cruel.
3. Sonia is going for a world tour with her family.
4. She was very sure of winning the tennis game.
5. Her usual routine included going for a morning walk.
6. The sewer got blocked due to the rain water.

**Activity: Match the column with aye/oi/ow/eu/ea and oa sound words**

The man with no money and house	ground
Something which is not far away	confusion
The children play with it	near
Giving your things to others to use	toys
A big field where cricket is played	share

A state of being puzzled	poor
Colour of a cocoa chocolate	employ
A big furry animal in the zoo	brown
Looking at something closely	bear
Something which is connected	illusion
Hiring someone in your organization	peer
Something which is not real	joint

## Session 12 - Comprehensive vowel sound practice

Vowels are letters that are pronounced by forcing air over your vocal cords through your mouth. It is the shape of your mouth that decides which vowel sound comes out. Though there are only 5 written vowels, however there are as much as 22 spoken vowel sounds in English language. You can learn a lot by listening to the radio and watching television and films.

I	ice cream	file	dieting
ee'	experiences	memories	reasons
'ih'	immortal	publish	discuss
'aw'	awful	broad	daughter
'oh'	boat	whole	close
'eh'	letter	telephone	ketchup
'ae'	travel	graduation	passage
'E'	pain	frame	mainly
'ah'	rather	passed	discard
'oo'	stool	blew	groom
'uh'	wood	football	pull
'aye'	hair	despair	glaring
'ow'	shout	ground	loud
'oi'	destroy	dacoit	enjoy
'ea	near	peer	fear
'eu'	few	refuse	confusion
'oa'	poor	cruel	sure

This session is going to be completely activity based. Ask the trainees to read the following passages one by one.

*Activity 1, 'ee' and 'ee' sounds- What will you do?*

If you are eating, you will take a (bit, bite or beat).  
You will pick a (feet, fit or fight)  
When you are tired you take a (seat, sight or sit)  
To be successful you have to scale new  
( hit, heights, heat).  
For a headache you will take a (pile, peel or pill).  
You will go boating in (Nile, kneel ,nil)

**Activity: 'aw' and 'oh' sounds- Complete the story by picking the right option.**

Last Sunday I went to the (mall/ mole) with my family. There we visited a (stole/ stall) selling western (clothes/ cloth). I liked a (shoal/ shawl) with a (bold/ bald print). I was about to buy it when my mother saw a (hall/hole) in it. I called the (tall/toll) salesman and (wrote/ wrought) a complaint on the (form/ foam). Then we (hoped/ hopped) into our car thanking our stars that we hadn't (bought/ boat) that shawl.

**Activity: 'oo' and the 'uh' sounds- Match the columns.**

Pool	day
Dooms	ache
Full	wood
Foot	side
Tooth	wink
Loose	some
Hood	end
Drift	loose

**Match the Columns.**

**A**

A man with no money or house Brown  
Something which is not far away  
The children play with it  
Giving your things to others to use  
A big field where cricket is played  
A state of being puzzled  
Colour of a cocoa chocolate  
A big furry animal in the zoo  
Looking at something closely  
Something which is connected  
Hiring someone in your organization  
Something that is not real

**B**

bear  
peer  
joint  
employ  
illusion  
poor  
near  
toys  
brown  
share  
ground  
confusion

**Read the passage and enunciate the different vowel sounds correctly.**

O Henry discovered the genius, which slept, within his brain after he had met with great misfortune and was confined to a prison cell, in Columbus Ohio. Being forced, through misfortune, to become acquainted with his "other self" and to use his imagination he discovered himself to be a great author instead of a miserable criminal and outcast.

Charles Dickens began by pasting labels on blacking pots. The tragedy of this first love penetrated the depths of his soul and converted him into one of the world's truly great authors.

Helen Keller became deaf, dumb, and blind shortly after birth. Despite her great misfortune, she has written her name indelibly in the pages of the history of the great. Her entire life has served as evidence that no one ever is defeated until defeat has been accepted as a reality

## Session 13- Introduction to Consonants.

A consonant sound is produced by shaping, stopping or blocking the air stream as it passes through the nose or mouth.

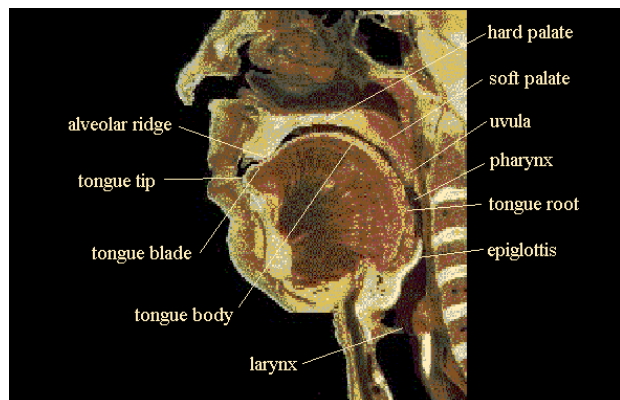
The position of the articulators will affect the consonant sound.

### The Voiced Consonants

This involves the muscular activity of the tongue as well as the activation of the vocal chords. E.g. D .You can feel these sounds resonate in your chest by placing a hand on it. Bring resonance and depth to speech.

### The Unvoiced Consonants

These are made by the muscular expulsion of breath without the vocal chords being activated. For e.g. The consonant sound T is made by pressing the tip of the tongue against the hard roof palette and is accompanied with a small expulsion of breath.





## Place of Articulation of Consonant sounds

- a) **Bilabial Consonants:** The two lips are the articulators. /p/pin, /b/bin, /m/mat, /w/when are bilabial sounds.
- b) **Labiodentals Consonants:** The active articulator is the lower lip and the passive articulators are the upper front teeth. /f/flower, /v/vase are labio-dental sounds.
- c) **Dental Consonants:** The tip of the tongue is the active articulator and the upper front teeth are the passive articulators. /th/thick, /the/that are dental sounds.
- d) **Alveolar Consonants:** The tip or the blade of the tongue is the active articulator and the teeth ridge (root of teeth) is the passive articulator. /t/tin, /d/din, /n/nap, /s/sin, /z/zoo, /l/love are alveolar sounds.
- e) **Palato-Alveolar Consonants:** The tip or blade of the tongue is the active articulator and teeth ridge is the passive articulator. /sh/ship, /zh/pleasure, /ch/chip, /j/jeep, /r/red are palato-alveolar sounds.
- f) **Palatal Consonant:** The front of the tongue is the active articulator and hard palate is the passive articulator. /y/yes is the palatal sound.
- g) **Velar Consonants:** The back of the tongue is the active articulator and the soft palate is the passive articulator. /ing/sung, /k/come, /g/guest are velar sounds.
- h) **Glottal Consonant:** Glottal sounds are produced at the glottis and the two vocal cords are the articulators. /h/horse is a glottal sound.

## Manner of Articulation of Consonant Sounds

- a) **Plosives / Stops:** There is, first, a complete closure of the passage of air at some point in the vocal tract. As a result of it, air pressure is built up behind the closure. The closure is then suddenly removed, causing, in the process, a sudden release of the blocked air with some explosive noise. /p/pin, /b/bin, /t/tin, /d/din, /k/kin, /g/go are plosive sounds.
- b) **Affricates:** Affricates are produced in three stages, as in the case of plosives. First two stages are same as plosives. The building up of pressure behind the closure follows a complete closure of the air passage. But, unlike plosives at the third stage air is released slowly. /ch/chair, /j/jeep are affricate sounds.
- c) **Nasal:** In the production of nasal sounds nasal passage remains open i.e. the lung air passes freely through nose, but the oral passage (food pipe) remains close. /m/mat, /n/nap, /ing/sung are nasal sounds.
- d) **Fricatives:** There is no closure anywhere; there is only a narrowing. The active articulator comes very close to the passive articulator, leaving only a narrow gap between the two. When the air passes through this narrow gap, it causes audible friction. As the air can pass continuously, the sound produced in this manner can be continued. Thus fricatives are continuants and are accompanied by audible friction. /f/fan, /v/van, /th/thick, /the/that, /s/sow, /z/zoo, /sh/ship, /zh/pleasure, /h/horse are fricatives.

e) **Lateral:** A lateral is produced when there is only a partial closure at some point in the mouth, so that the airstream can escape on one or both sides of the contact. Since the air can pass continuously, the sound produced can be continued. /l/love is a lateral sound.

f) **Approximants/ Semi-Vowels/ Glide:** Semi-vowels are vowels that function as consonants. /w/when, /r/red, /y/yes are approximants or semi-vowels.

Consonant distinction in tabulated form

Place Manner	Bilabial		Labio-Dental		Dental		Alveolar		Palato Alveolar		Palatal		Velar		Glottal	
	vl	vd	vl	vd	vl	vd	vl	vd	vl	vd	vl	vd	vl	vd	vl	vd
Nasal		m						n						ng		
Plosive	p	b					t	d						k	g	
Affricate									ch	j						
Fricative			f	v	th	the	s	z	sh	zh						h
Lateral							l									
Approximants (semi-vowels)		w								r	y					

**Activity: Choose the correct response**

1. (price / prize)  
You look at it before buying anything.  
You get it for winning.

2. (bus / buzz)  
The bees like to do this.

You can go by it.

3. (spice / spies)

It makes the food tasty.

One does it secretly.

4. (niece / knees)

You can scrape them while playing.

You love her.

5. (sip / zip)

Your coffee;

Your Dress.

6. (sink / zinc)

Used for galvanising.

Titanic the famous ship.

**Listen to these words. Write the word that is not pronounced sh.**

crush	cash	catch	crash
chef	chief	chute	chiffon
machine	parachute	mustache	kitchen
China	Russia	Chicago	Michigan
musician	physician	chemist	electrician

#### **Session 14. v & w Sounds**

##### **Words with w sound**

want	water	wander
wonder	when	where
whim	one	Wednesday
swear	brewery	highway
quest	twinkle	rewind
tweed	meadow	language
cow	sew	few

##### **Sentences with w sound**

When does the whimsical whistler whistle?  
What a day! Heard people whining everyday  
The wind whistled in the whispering woods.  
Wanda wore a white dress on Wednesday.  
Wee, Willie, Wonky watched vanity fare  
The worldly widow whisked herself away  
One wane weary white woman wildly weeping.  
A wager was made on a waffle during a wave of heat

## Words with v sounds

never	Leave	invest	victim	velocity
seven	Activate	favor	improve	service
advice	Value	develop	verify	seven
save	Over	give	several	valentine
however	Survival	festival	discover	vowel

## Quiz1. 'v' Words and Phrases

- A colour in the rainbow
- A planet
- An ice cream flavour
- Female fox
- A music channel
- A software program
- A country in South America
- Smallest City in the World

## v Sound in Sentences

Vivien was a versatile veteran driver well versed in five languages  
The blue violets on the crystal vases looked very pretty.  
Elvin arrived in the evening wearing gloves and scarves.  
She's obviously envious and I love it.  
They've never voted in Virginia before

### Activity:

vine/wine	vase/ways, weighs	veer/we're
very, vary/wary	vow/wow	vest/west
veal/wheel, we'll	vile/while	vent/went

### Activity: Choose the correct word.

wine/vine

- A drink
- A plant

wow/vow

- A promise

- An expression of wonder

west/vest

- A direction
- A piece of clothing

whale/vale

- Another word for valley
- The largest sea animal

wheel/veal

- A kind of meat
- Part of a vehicle

**Activity:** Read the passage and pronounce the words with v and w sounds correctly.

### Lovely Banana!

What a wonderful fruit the banana is! It is very popular all over the world. Its colour tells us how sweet it is. A banana may be green, which means it is raw. The one which is yellow should be eaten at once. The question of the brown fruit is interesting. You may eat it, but don't bother chewing before you swallow.

Would you eat the peel? For some, it's not only a cover. Banana skin is used in several cuisines all over the world. It's a versatile fruit. You can fry it, bake it, mash it, or eat it raw. You can snack on a raw banana in the evening. On weekends, you can drink banana shake, or even eat banana ice cream. It's a convenient fruit. When you bite into it, you don't worry about squirting juice over everyone. And you can chew it all you like without driving your neighbors crazy with crunching sounds. Finally, it's easy to cut - you don't need a very sharp knife. You can slice it with a fork or a spoon, if you like. Whoever can't eat bananas? Babies can always eat mashed bananas before their teeth grow in. Grandparents can eat mashed bananas after their teeth fall out.

While the fruit originated in Asia, it is also grown in Ecuador and Costa Rica. Bananas give us lots of potassium and vitamins A and C. They're never too expensive to buy!

### Tongue twisters to practice v/w sounds

Mervin never drivels when vexing wooing vendors

Walt's villa is verging on the weird and vile

Groves of vines veered west along the villain's veranda

For once, weary Wanda's wool gather in its vim and vigour

## SESSION 15          t and d Sounds

t, and d are alveolar sounds i.e. when these words are pronounced the tip or blade of the tongue(active articulator) touches the alveolar ridge (passive articulator) (alveolar ridge is also called as the teeth ridge or the teeth root)

### t in Words

talk	testing	paternal	attention	filter
out	cute	pittance	tonight	later
turbulent	talent	fraternal	toad	shutter
taller	tattler	attic	tremendous	sweat

**Activity:** Identify the 't' sound words to complete the following phrases

- The water comes from .....(tap/ab)
- The antonym of short is .....(tall/toll)
- The labourers working in the sun were wet with .....(sweat/sweet)
- Heena is giving her birthday .....(treat/trees)

- Making an effort again and again is .....(trying/tying)
- The weather today is really .....(pleasant/peasant)
- The two companies signed a .....(fact/pact)
- A person wearing a white coat and sitting in the hospital is a .....(doctor/daughter)

### t in Sentences

- I will talk to Tony tomorrow.
- How do I get to the other side?
- Put the plastic container on the table.
- Trust is my favourite word, because without it no relationship can truly endure.
- Is it fair that Tammy should travel by a tram?

### Activity: Fill in the blanks with 't' sound words.

- \_\_\_\_e is running out, so move fast.
- The children are playing with the \_\_\_\_s.
- The book was lying on the \_\_\_\_le.
- Darjeeling is famous for its \_\_\_\_ gardens.
- The cake was really \_\_\_\_ty.

### Words with d sound

danger	bladder	bandit	ditto	donkey
department	address	adulation	distance	dilemma
adamant	dad	developed	develop	daunting

### Identify the 'd' sound words in the following idioms.

- Every \_\_\_\_\_ has a silver lining. (cloud/clown)
- A blessing in \_\_\_\_\_. (disguise/despite)
- A penny \_\_\_\_\_ is a penny earned. (saved/shaved)
- A taste of your own \_\_\_\_\_. (medicine/meditation)
- \_\_\_\_\_ count your chickens before they hatch. (don't/do)

### Sentences with t sound

- I loved having dark chocolates.
- The round desk is of dark green colour.
- God wants you to know that your soul wants the freedom to sing, dance and love.
- Emily watched and learnt how to play dumb-charades.
- All the students and their families were invited to come at 6 p.m.

### Fill in the blanks with 'd' sound words.

- The band was playing a nice song on the \_\_\_\_\_ms.
- The child started to cry in his sleep after seeing a bad \_\_\_\_\_m.
- The arrows were made to show the \_\_\_\_\_ns to the garden and the lake.
- Success comes to those who work h\_\_\_\_ for it.
- The bus was driven by the \_\_\_\_\_er.A dozen double damask dinner napkins.
- Draw drowsy ducks and drakes
- The doll Dana had was a dimpled delight
- The toddler developed a duck like waddle.
- Don't close the double door.

**Match the columns with 't' and 'd' sound adjectives.**

- |  |            |
|--|------------|
| • When the ice-cream is really yummy it is | talking    |
| • When someone is upset he is              | trendy     |
| • Shyam never keeps quiet, he is           | dirty      |
| • Something which is soft and delicate     | delicious  |
| • Stylish, aware of the latest fashions    | depressed  |
| • Very happy feeling                       | delicate   |
| • Something which is not clean             | delightful |

**Session 16. P and b Sounds**

Both p and b sounds are bilabial consonant sounds (place of articulation). In a bilabial consonant, the lower and upper lips approach or touch each other. English [p], [b], and [m] are bilabial stops. It is a plosive sound, It means to explode. In these sounds, the consonants are produced by stopping the flow of air at some point and suddenly releasing it.

**Words with p sound**

- |         |          |           |             |
|---------|----------|-----------|-------------|
| party   | pink     | pauper    | apart       |
| proper  | appear   | appraisal | displeas    |
| drape   | sleep    | grope     | present     |
| rapture | applause | grape     | participate |

**Match the columns**

- |  |            |
|--|------------|
| The only 2 animals that can see behind themselves without turning its head are the rabbit and the..? | penguin    |
| Short-legged flightless birds of cold southern especially Antarctic regions                          | typewriter |
| The longest word that can be made using letters only on one  |            |



row of the keyboard.

India has the largest number of these offices in the world.

The 1,792 steps high Eiffel Tower is situated in.

It is a kind of pulse that belongs to the family of legumes that include lentils, beans etc. but is popularly known as a nut.

parrot  
peanuts  
post offices  
Paris

### Sentences with p sound

My pink dress was presented to me by my papa.

Write an application to the principal.

Please pass me the purple plate.

The patient is in the operation theatre

### Activity: Fill in the blanks with 'p' sound words.

1. \_\_\_\_\_ the flowers from the garden.
2. \_\_\_\_\_ is used to send e-mails.
3. What a \_\_\_\_\_ surprise!
4. It is important to obey your \_\_\_\_\_.

### Words with b sound

balloon	begin	bruise
albumen	albatross	harbour
rubber	bomb	tomb
crib	flab	bubble

### Activity: Identify the correct word:

(bad/bat)

- A nocturnal flying animal.
- Something which is not good, it is?

(better/batter)

- The cake is made out of this.
- When you are ill and you take medicine, you feel.

(ball/bowl)

- We have our soup in this.
- We play cricket with this.

(boat/board)

- We cross the river on this.
- We write with chalk on this.

(bought/brought)

- The past tense of bring is.
- To buy something from the market.

(boon/bane)

- Something which is fortunate.
- Something which is cursed.

### Sentences with b sound

Betty Botter bought some butter  
but," she said , "this butter's bitter".  
If I bake this bitter butter ,  
It will make my batter bitter

### Activity: Fill in the blanks with 'b' sound

1. Aman and Manpreet are \_\_\_\_\_ friends.
2. FIFA organizes the World Cup for \_\_\_\_\_.
3. The \_\_\_\_\_ was flying high in the sky.
4. A place where you find a lot of books to read is called \_\_\_\_\_.
5. Houses are made of \_\_\_\_\_.

### Activity: Give verbs for the following sentences

1. The children running around in the ground are (playing/baking)
2. When the thief broke into the house the dog started (barking/parking)
3. The painter making strokes on the canvas is (painting/batting)
4. The boxers in the rink are (boxing/packing)
5. Putting all the clothes in a travelling bag is (packing/banking)

## Session 17. s and sh Sounds

's' is an alveolar sound( place of articulation); alveolar sounds involve the alveolar ridge as the passive articulator. The active articulator may be either the tongue blade or (usually) the tongue tip.

'sh' is a palato alveolar sound in which the tip or the blade of the tongue articulates with the back area of the alveolar ridge.

Both 's' and 'sh' are fricative sounds (manner of articulation). These are produced when the articulators are brought so closely together that the sounds are accompanied by audible friction. Fricatives may be voiced (vocal cords vibrating during the articulation of the fricative) or voiceless (vocal cords not vibrating during the articulation of the fricative).

## Words with s sound

sequel	siesta	center
seven	lesson	last
host	brass	cross

### Activity: 1. Match the column

- If you are happy, you
- If you are tired, you,
- In a choir, you
- If you are learning salsa, you
- You dream when you are
- If you are scared, you
- In a line, you
- On a red light, you
- The road, you
- Your teeth, you
- For your dinner, you
- Your clutter, you
- Your coffee, you
- On the wet floor, you

dance
scream
smile
asleep
rest
stand
sing
cross
slip
sip
stop
floss
sit
sort

### Sentences with s sound

Seven times I am sorry for what I said.

Send me a copy of the novel 'The Sleeping Dog'

Those silver spoons look simply amazing.

A special course in schools in spoken English will help you speak better.

A speech sound has three stages.

He tried to explain the incident to the police.

I am very interested in the subject called Science.

### Activity: Complete the Idioms with 's' sound words.

- Slow and \_\_\_\_\_ wins the race.( sturdy/ steady)
- Hearing that song again was a blast from the\_\_\_\_\_.(past/ pasta)
- She was in a \_\_\_\_\_ over the trip arrangements.( stood/ stew).
- Rajan reached home safe and \_\_\_\_\_. ( stunned/ sound)
- A rolling stone gathers no \_\_\_\_\_. (moss/ mass)
- \_\_\_\_\_ makes the heart grow fonder.( essence/ absence)
- The book sold like hot\_\_\_\_\_.(cokes/ cakes)
- It was raining cats and \_\_\_\_\_/( dots/ dogs) yesterday.

### Words with sh sound

shimmer	shame	shake
shore	shrink	bashful
mission	trash	crush

### Activity: Quiz Name the places with 'sh' sound.

Which country is the largest in the world in terms of land area? R\_\_\_\_\_a

Our neighbour in the east.  
One of the most populated cities in China.  
A lot of cricket matches are played there.  
A famous historical city in Pakistan.  
Summer capital of India during British rule.  
An island nation and a favourite tourist destination.

B\_\_\_\_\_h.  
\_\_\_\_\_hai  
\_\_\_\_\_jah  
Pe\_\_\_\_\_la  
Ma\_\_\_\_\_

### Sentences with sh sound

She shot an arrow in the dark.  
Communication is vital these days.  
Acting is not being emotional, but being able to express emotion.  
I think I should share this piece of information with you.  
Should she go for shopping?  
The shoe maker was too shy to talk.  
I still cherish the memories of our fashion show.  
One should finish his work on time.  
Pay attention to the proportion of spices in the food.  
Any suggestion about what do we do with this huge amount of cash?

### Activity: Fill in the blanks with 'sh' sound words.

- A big house is called a M\_\_\_\_\_n.
- If you follow the latest trends in clothes you are interested in F\_\_\_\_\_n.
- The process of sharing ideas and thoughts is called C\_\_\_\_\_n.
- To go through your course again is R\_\_\_\_\_n.
- When you retire from a government job you get a P\_\_\_\_\_n.
- When you give an idea to someone you make a S\_\_\_\_\_n.
- If you eat too much you have I\_\_\_\_\_n.

### Activity: Choose the correct option.

- Eshaan's mother asked him to (sort/ short) his toys.
- Meena wanted to live in a (plus/ plush) house.
- After cleaning the chimney he was covered in (soot/shoot).
- Stop fighting for God (sake/shake)!
- I watched the first (show/sow) of the movie Three Idiots
- The pretty (sly/shy) bride looked beautiful in her wedding dress.
- Rama managed to avoid the accident but it was a close (save/ shave).
- Teena wanted the (same/ shame) dress as her sister.
- The teacher asked Tarun's father to (shine / sign ) Tarun's report card.

## Session 18. z, j and zh Sounds

Z, j and zh ' are voiced consonants.

'zh' sound is made when the tip and the blade of the tongue make a light contact with the alveolar ridge, the front of the tongue being raised at the same time in the direction of the hard palate and the side rims of the tongue being in contact with the upper side teeth.

- 'z' and 'zh' are both fricatives. There is friction when the sound is produced and the sound is continuous.
- They are also alveolar sounds.
- 'j' is however a palato alveolar sound and is an affricate. While producing this sound there is a complete closure and the air is released with a gush.

### Words with z Sound

zebra	crazy	zoom	rose	
zombie	wizard	bizarre	buzzed	
ooze	laser	graze	lose	

### Activity: Match the columns to choose the right verb.

- |                           |          |
|---------------------------|----------|
| • To appreciate someone.  | visit    |
| • To sort out the clutter | amaze    |
| • To uncover something    | please   |
| • To go to see someone    | organise |
| • To surprise someone     | expose   |
| • To make someone happy   | praise   |

### Sentences with z sound

The Zebra in the zoo was very beautiful.  
 The wizard taught him a lesson.  
 He gave her red roses.  
 Timothy was walking like a zombie.  
 The loose cattle grazed freely.

### Activity: Fill in the blanks using idioms relating to body parts.

- During the lecture the students were all \_\_\_\_rs.
- During his performance he was all fin\_\_\_\_ and th\_\_\_\_\_.
- She was the apple of her dad's\_\_\_\_es.
- He refused to be lead by the n\_\_\_\_\_.
- Everyone said Vineet had an old head on young sh\_\_\_\_\_rs

### Words with the J sound

jump	jam	gentleman	Germany
jittery	dodge	jeopardy	fudge

### Activity: Match the columns: Name the Place

- |   |        |
|---|--------|
| A   | B      |
| • A technologically advanced country in Asia. | Jordan |

- The European Nation responsible for starting World War II. Jakarta
- The business capital of South Africa. Japan
- A middle east country ruled by King Hussain's son. Johannesburg
- The capital of Indonesia. Germany

### Sentences with the j Sound

The jade jam jar jumped jovially.  
 Ingeniously, the janitor wedged a ledger in the dangerous leak.  
 Arjie's jumping jovially 'round Jakarta.  
 Chubby jugglers juggling oranges jovially.

### Activity: Pick the Correct Adjective

- Our new dog Cuddle is very( energetic/ evil). He is also very (intense/intelligent). Every time I come back from school he starts (jumping/ adjusting) with joy. One day he jumped so high that he (injured/ignored) himself. I rushed him to the (emergency/ urgency) ward in the hospital. The doctor checked him up and told me that he had (derailed/damaged) his hind legs and so may end up limping for a long time.
- I took it as a ( channel /challenge) and took good care my dog. His (injury/ forgery) healed in no time and this time I was jumping with joy.

### The 'zh' sound

To create the zh sound, the front of the blade of the tongue is placed near the tooth ridge. The sides of the blade of the tongue may be against the side teeth, and air is forced through the vocal tract during creation of the sound. This sound is considered a continuous consonant, meaning it is a fricative..

The lips are kept slightly tense, and may protrude somewhat during the production of the sound.

### Words with zh Sound

- measure television garage usual casual confusion
- vision pleasure version occasion decision illusion

### Activity: Match the Columns

**A**

- You can't decide which dress to wear.
- You have an exam the next day.
- You want to watch your favourite soap.
- You do it all the time.
- You park your car safely.
- Your friend is very nosey.
- A poor attitude.

**B**

- garage
- intrusion
- confusion
- revision
- casual
- television
- usual

### Sentences with zh Sound

- It's a pleasure to meet a man with a vision.
- Malaysia and Indonesia lie in Asia.
- Holidays are a time for leisure and pleasure but in a measured dose.
- His brother worked in the telecom division of a big company.
- A wedding ceremony is a happy occasion.

**Activity: Fill in the blanks using the correct option**

- |  |                 |
|--|-----------------|
| • You maintain your accounts in a _____.       | leisure/ ledger |
| • You _____ the temperature.                   | measure/major   |
| • You go out for _____.                        | pleasure/ pager |
| • He turned red with _____.                    | rage/ raze      |
| • The lion escaped from his _____.             | craze/ cage     |
| • She bought a pair of _____ trousers.         | beige/ bays     |
| • He was playing football for the North _____. | zone/ Joan      |

## Session 19. Sound th and the

th & the sounds are dental sounds. In the articulation of these sounds the tip of the tongue and the upper front teeth are the two articulators. Both are fricatives.

### Words with th(unvoiced) Sound

thermometer	through	thought	thank
ether	panther	breath	beneath
mouth	path	cloth	thumb
wreath	sheath	north	thigh

### Activity: Match the Columns

A part of the body	North
A volatile, colourless liquid with a pleasant smell	sheath
An instrument to measure body temperature	thigh
The member of a cat family	ether
One of the Earth's pole	panther
A part of furnishings	thermometer
A kind of a covering	throws

### Sentences with th(unvoiced) Sound

Think your thoughts through and through.  
He threw three free throws.  
Thirty three thousand three hundred thirty three.  
I think there will be thunder and rain on Thursday  
In the thick of summers Cathy takes three baths a day.  
Ruth and Thelma feel lethargic on Thursdays.  
I think Thelma thwarted the thought of throwing the theme.

### Activity: Match the idioms with their meanings.

Down to earth	to give up
Foaming at the mouth	old in age
Jaws of death	practical or humble; unpretentious.
Long in the tooth	being in a dangerous or very deadly situation
Throw in a towel	to be enraged and show it.

### Words with the(voiced) Sound

though	that	either
weather	bother	lather
father	mouths	wreath
bathe	bequeath	therefore



**Activity: Fill in the blanks.**

She decided to go for a picnic with her family as the \_\_\_\_\_ was favourable.

High quality work soaps don't make too much \_\_\_\_\_.

As a young boy, Suresh loved to \_\_\_\_\_ in the Ganges.

Vanya could not see her friend \_\_\_\_\_ in pain.

The children could \_\_\_\_\_ easy after finishing their exams.

**Sentences with the(voiced) Sound**

Though their leather boots were torn, they kept trekking through the jungle.

The teacher told the students not to bother her while she was setting the examination papers..

It was rather unfair on Mohit's part to blame his friends for his failure.

The professor asked his class to gather enough information before starting the project.

His mother asked his father to get some clothes for his brother.

**Activity: Pick the right option**

I like to take a ( bath/ bathe) every morning.

Get some (cloth/ clothes) for the curtains.

He got hurt on his (thy/ thigh) in an accident.

On Christmas you put a ( wreathe / wreath) on your door.

The doctor checked his (breath/ breathe).

## Session 20. r and l Sound

r is a palato-alveolar sound. There is only a partial closure at some point in the mouth, the air stream can escape on one or both sides of the contact. The air can pass continuously, The sound is continuous

### Words with r Sound

raise	ramp	rites	panther
round	rim	tram	tricky
horrible	frightened	temper	

### Pronunciation Rules

#### *r in the beginning*

If the word begins with r it is emphasized:

return response remember restore reader

#### *r in the middle*

r in the middle but before a vowel is emphasized:

break brought create grazing parent grammar current

#### *r in the middle*

r in the middle but before a consonant is silent:

market bark stark stardust sharpen darkest

#### *r in the end*

If r is in the end it is silent:

better creator barber farmer pleasure master

### Activity: Rapid Fire Round

- Which is heavier? a balloon or a hammer.
- Where would you find flowers? In a park or on a beach.
- Which is more elastic? A glass or a rubber band.
- Has Nicholas watered the plants or fed them?
- What will you use for reading if you have a poor eyesight? A pair of glasses or goggles.
- What should I use to cut papers? A pair of scissors or a knife.
- What would you use in your kitchen? A dishwasher or a television.
- What would a Mathematics student use? A canvas or a calculator.
- What should I use to click a photograph? A computer or a camera.
- If Sara is offered chocolate shake, should she drink it or eat it?
- Which is the first date of the third month?
- If you are a cardiologist, what will you treat? A heart or knee?
- Will the moon be bright or dull on a full moon night?
- Should Tom perform an experiment casually or carefully?

### Sentences with r Sound

Lisa is lying on the floor, reading literature and drinking lemonade.  
Lopez loves to drive the Lexus locally.  
The lieutenant was lost in Luxembourg.  
Ralph the red baron rode a retired a horse to the parade.  
Roses are not always red.

l is an alveolar sound

### Words with l sound

couplet	simply	uncle	London
slow	fly	Ashley	kettle
pathless	leave	million	bottle
allure	pulled	told	allow

Activity: Match the Columns.

- |                   |               |
|-------------------|---------------|
| • A gaggle of     | • owls        |
| • A colony of     | • dolphins    |
| • A flock of      | • geese       |
| • A flutter of    | • fish        |
| • A litter of     | • doves       |
| • A flight of     | • birds       |
| • A parliament of | • butterflies |
| • A school of     | • kittens     |

### Sentences with l Sound

The landlady loudly proclaimed the rental increase.  
Ashley's uncle is still unwell.  
Sheila lives in London.  
All vowel sounds in English are voiced sounds.

**Activity: Rapunzel.** Read the story enunciating both the r and l sounds correctly and then attempt the following exercise.

In a land far away, lived a poor farmer and his wife. One day, they tried to pluck fruits from their neighbour's garden. But their neighbour was actually an old wicked witch. She screamed, "How dare you steal from my garden! I will turn you both into rats".

The couple trembled with fear. Finally the witch said, "Very well. I will let you go. But you have to give me your first child". They were so scared, that they immediately agreed and fled.

A few years later, a beautiful baby girl was born to the farmer and his wife. Immediately, the old witch came and snatched away the girl from them. She named her Rapunzel and kept her locked in a tall tower. Rapunzel grew up to be a beautiful girl. But most beautiful of all was her long, golden hair. The only person she ever saw was the old witch.

Every day the witch used to come to the foot of the tower and call, "Rapunzel, Rapunzel, let down your hair". Rapunzel then used to let her long plait fall out of the window, and the witch used to hold onto it and climb up. One day a Prince who was passing by saw this. As soon as the witch left he too decided to try. He went to the tower and called, "Rapunzel, Rapunzel, let down your hair", and he climbed up into Rapunzel's room. Rapunzel was stunned to see such a handsome prince. They fell in love with each other and started meeting every day.

One day, the wicked witch got to know about this. She became angry and she cut off Rapunzel's beautiful long hair and sent her to the forest. The next day when the prince came to meet Rapunzel, he found the wicked witch waiting for him at the window. She yelled at him and cursed him and made the prince lose his eyesight. The prince now blind and broken hearted, wandered through the forest. Many days later Rapunzel found her prince. Looking at the sorry sight of her beloved prince Rapunzel started to cry. As soon as her tears fell onto her Prince's body his wounds healed and he got his eyesight back. The prince was overjoyed to meet his lovely Rapunzel.

He took her away to his kingdom, far away from the wicked witch. They got married and lived happily ever after.

**Identify the 'I' sound words in the story which carry the same meaning as the words or statements given in this exercise.**

To take something without permission  
To shiver with fear  
Without any delay  
Ran away  
Very pretty

### **Tongue twisters with I Sound**

Lily ladles little letty's lentil soup.  
Lovely lemon liniment.  
A Lusty lady loved a lawyer and longed to lure him from his laboratory.

*steal   tremble   immediately   fled   beautiful*

Class Activity<sup>A</sup> Ask the trainees to read these words aloud & do the Comprehensive Consonant Practice.

Accent Test				
Aggressive	Approving	Assumptions	Accentuate	Available
Accurately	Assertive	Alternatives	Acknowledge	Appreciate
Affirm	Acceptable	Abusive	Annoyed	Affirmative
Automatic	Assure	Apologize	Appropriately	Attribute
Aptitude	Accept	Barriers	Behavioral	Benefits
Beginning	Considerateness	Compassion	Communicate	Confidential
Confirm	Credibility	Communication	Compromise	Competent
Competently	Condescending	Consequently	Challenging	Confrontation
Conversation	Composure	Certainly	Disapproving	Disadvantage
Disconnect	Disappointed	Difficult	Delivery	Differentiate
Description	Defensive	Disagreement	Empathize	Empathy
Embarrassed	Expressing	Express	Emotional	Empathizing
Enthusiastic	Environmental	Enunciation	Evaluative	Exchange
Effectively	Errors	External	Encountering	Emotionally
Gripping	Generalizing	Hinders	Information	Intentions
Indicate	Interpret	Inconsiderate	Identify	Intimidated
Intensity	Justification	Listening	Measurable	Manifestation
Mirror	Non-defensively	Negative	Observable	Opportunities
Positive	Provide	Production	Personally	Purchase
Permission	Prejudice	Preconception	Permitted	Professionals
Position	Postponed	Response	Reflective	Responsibility
Resilient	Referred	Referral	Specialist	Summarize
Selectively	Selective	Specifically	Solutions	Softening
Tentative	Understanding	Updating	Unexpected	Unique
Unproductive	Viewpoint	Warranty		

### Comprehensive consonant practice

I bargained with Life for a penny  
 And life would pay no more  
 However I begged at evening  
 When I counted my scanty store  
 For life is just an employer  
 He gives you what you ask  
 But once you have set the wages  
 Why, you must bear the task  
 I worked for a menial's hire  
 Only to learn, dismayed  
 That any wage I had asked of life  
 Life would have willingly paid

## Session 21 The Syllable & Syllable Division

A syllable consists of one or more speech sounds. The elements with which syllables are made fall into two classes: Vowels & Consonants.

If a syllable consists of just one sound, it will usually be a vowel as *ah, oh, I*; there are exceptions like interjections *sh!*. This is a syllable, no doubt; it consists of one sound and that is the consonant *sh!*.

Words like *girl, boy, shirt, came, go ant, up, cut, bus, bill* have one syllable each. They are called monosyllabic words.

If a syllable has more than one speech sound, one of them will be a vowel and the rest consonants. In other words, syllable is the smallest part of the word, which contains a vowel sound. For e.g. *Nation* is the two-syllable word and *com-uni-ca-tion* is a four-syllable word.

Class Activity Ask the trainees to practice these words in the table to understand syllable division.

WORD	SYLLABLE DIVISION
Absolutely	Ab-so-`lu-tely
Activate	`Ac-ti-vate
Account	a-`ccount
Addition	a-`ddi-tion
Address	`Ad-dress
Appropriate	a-`ppro-priate
Apologize	a-`po-lo-gize
Avail	a-`vail
Advise	Ad-`vise
Advantage	Ad-`van-tage
Bill	`Bill
Battery	`Ba-ttery
Credit	`Cre-dit
Concerned	Con-`cerned
Clear Pay Program	`Clear-Pay-Pro-gram
City	`Ci-ty
Cent	`Cent
Code	`Code
Conditions	Con-`di-tions
Contract	`Con-tract
Confirmation	Con-fir-`ma-tion
Congratulation	Con-gra-tu-`la-tion
Coverage	`Cov-erage
Conclude	Con-`clude
Customer	`Cus-tomer
Detail	`De-tail
Detailed	De-`tai-led
Dollars	`Do-llar

Diamond	`Dia- <b>mond</b>
Direct	di-` <b>rect</b>
Directory	di-` <b>rec</b> -tory
Decision	De-` <b>ci</b> -sion
Division	di-` <b>vi</b> -sion
Digit	` <b>di</b> -git
Department	De-` <b>part</b> -ment
Effective	Ef-` <b>fec</b> -tive
Electronic	e-` <b>lec</b> -tro-nic
Equipment	e-` <b>quip</b> -ment
End	End
Envelope	` <b>En</b> -ve-lope
Emergencies	e-` <b>mer</b> -gen-cies
Event	E` <b>vent</b>
Enough	E` <b>nough</b>
Eligible	e-` <b>li</b> -gi-ble
Encourage	En-` <b>cour</b> -age
Enter	` <b>En</b> -ter
Expiration	Ex-pi-` <b>ra</b> -tion
Extended	Ex-` <b>ten</b> -ded
Extension	Ex-` <b>ten</b> -tion
Evaluation	e-va-lu-` <b>a</b> -tion
Forwarding	` <b>for</b> -war-ding
Family	` <b>fa</b> -mi-ly
Forty	` <b>for</b> -ty
General	` <b>gen</b> -eral
Guide	` <b>guide</b>
Hours	` <b>hours</b>
Handset	` <b>hand</b> -set
Have	` <b>have</b>
Happy	` <b>ha</b> -ppy
Hold	` <b>hold</b>
Information	In-for-` <b>ma</b> -tion
Interest	` <b>in</b> -terest
Industry	` <b>In</b> -dus-try
Instructions	In-` <b>struc</b> -tions
Important	Im-` <b>por</b> -tant
Interrupting	In-ter-` <b>rup</b> -ting
Initial	i-` <b>ni</b> -tial
Invoice	` <b>in</b> -voice
Immediately	Im-` <b>me</b> -dia-tely
More	More
Model	` <b>mo</b> -del
Mandatory	Man-da-` <b>to</b> -ry
Manual	` <b>ma</b> -nual
Monthly	` <b>mon</b> -thly
Message	` <b>me</b> -ssage
Moment	` <b>mo</b> -ment

Navigation	Na-vi-`ga-tion
Number	`num-ber
Overage	Over-`age
Option	`op-tion
Password	`password
Preceding	Pre-`ce-ding
Perfect	`Per-fect
Prefer	Per-`fer
Prepaid	`pre-paid
Program	pro-`gram
Processing	Pro-`ce-ssing
Purchase	`pur-chase
Plan	`plan
Question	`ques-tion
Recorded	Re-`cor-ded
Replacement	Re-`place-ment
Rebate	`re-bate
Reference	`ref-erence
Renew	Re-`new
Refer	Re-`fer
Recognize	`re-cog-nize
Recognition	Rec-og-`ni-tion
Relative	`re-lative
Represent	Rep-re-`sent
Representative	Rep-re-`sen-ta-tive
Scroll	`scroll
Save	`save
Serial	`se-ri-al
Street address	`street ad-dress
Store	`store
Status	`sta-tus
Social	`so-cial
Success	`suc-cess
Services	`ser-vices
Security	Se-`cu-ri-ty
Sprint	`sprint
Screen	`screen
Summary	`sum-ma-ry
Toll	`toll
Transfer	`trans-fer
Thousand	`thou-sand
Twice	`twice
Verification	Ver-i-fi-`ca-tion
Very	`very
Voice mail	`voice-mail
Version	`ver-sion
Valued	`va-lued



Warranty	`war-ran-ty
Work	`work
However	How-`ever
Wireless web	`wire-less `web
Weekend	`week-end
Year	`year
Monday	`mon-day
Tuesday	`tues-day
Wednesday	`wednes-day
Thursday	`thurs-day
Friday	`fri-day
Saturday	`sat-ur-day
Sunday	`sun-day
January	`jan-u-ary
February	`feb-ru0ary
March	`march
April	`april
May	`may
June	`june
July	`july
August	`au-gust
September	Sep-`tem-ber
October	Oct-`to-ber
November	No-`vem-ber
December	De-`cem-ber

There are three features that decide, which syllable is to be stressed & accentuated.

✈ Stress (Breath force)

✈ Length of vowel

✈ Pitch change

### Some rules for Syllable Stresses

⌒ To get the correct pronunciation we need to stress on one syllable in the word. Communication problems generally arise due to misplaced stress on a syllable. Therefore there are certain guidelines given to help you get better with the pronunciation by using correct syllable stresses. However it's best not to be rigid and loose spontaneity.

⌒ In an English word of more than one syllable, one of the syllables is pronounced with greater prominence than the other(s). The syllable that is pronounced more prominently than the other(s) in the same word is said to be accented or to receive the accent.

⌒ The greater prominence of a syllable may be due to stress or greater breath force, but often the length of the vowel in a syllable, stress & pitch change work together to render a syllable more prominent than its neighboring syllables.

⌒ There are, no doubt, a number of words like a`gree and a`greement in which the derived word takes the accent on the same syllable on which the word from which it is derived takes the accent. But there are a number of derivatives in which there is a change in the accented syllable. e.g.

a`cademy	aca`demic	acade`mician
`advertise	ad`vertisement	
ex`amine	exami`nee	exami`nation
in`ferior	infe`ri`ority	
`photograph	pho`tographer	photo`graphic
`politics	po`litical	poli`tician
res`ponsible	responsi`bility	

∩ There are a number of disyllabic (two syllables) words in English in which word-accent depends upon whether the words are used as nouns/adjectives or as verbs. If these words are used as nouns or adjectives, the accent is on the first syllable and if these are used as verbs, the accent is on the second syllable. e.g.

WORD	NOUN/ADJECTIVE	VERB
Absent	`abs9nt	9b`sent
Concert	`kons9t	K9n`s9t
Conduct	`kond9kt	K9n`d9kt
Contact	`kontaakt	K9n`takt
Contract	`kontraakt	K9n`traakt
Contrast	`kontraast	K9n`traast
Convict	`konvikt	K9n`vikt
Desert	`dez9t	Di`z9t
Digest	`daijest	Dai`jest/di`jest
Export	`ekspot	lks`pot
Import	`impot	lm`pot
Object	`objikt	9b`jekt
Perfect	`p9fikt	Pe`fekt
Permit	`p9mit	P9`mit
Present	`present	Pri`zent
produce	`prodyus	Pr9`dyus

## Session 23

## Pronunciation & Syllable Stress

### Basic Guidelines about Syllable Stresses

- q The longest vowel sound is generally the stressed syllable
- q **In the words ending with 'tion'** we stress the syllable before 'tion'. E.g. Termination, Animation, Meditation, Education.
- q **In the words ending with 'logy'**, the syllable before logy is stressed e.g. Terminology, Biology, Theology, Eulogy.
- q **In words ending with 'ity'** the syllable before 'ity' is stressed. E.g. Compatibility, Comfortability, Stability.
- q **In the words ending with 'ics'** the syllable before ics is stressed. E.g. Acrobatics.
- q **In the words ending with 'tory'**, the syllable stress is tory but be careful of the rule breakers. Eg. Laboratory, Mandatory, Territory.
- q **All words ending with en /on** etc will be pronounced without the vowel sound preceding n. eg garden- gardn, pardon-pardn.
- q **All words ending with ent / ant** should be pronounced by replacing with small u sound. Recruitment – Recruit-mnt, Department – Depart-mnt, a-GREE-mnt, GOVE-mnt(Government),SEN-ti-mnt.
- q **Words that end in –age are pronounced: ij (not-age) eg.**  
Average (AV-rij)      Garbage (GAR-bij)  
Bandage (BAND-ij)      Manage (MAN-ij)  
Cabbage (CAB-ij)      Package (PACK-ij)  
Cottage (COT-ij)      Language (LANG-wij)

**Misplaced syllable stress** can change the meaning of the words. This can be easily illustrated by the following set of words and sentences.

Noun  
`Process

Verb  
Pro`cess

Getting admission in the college was a tedious process  
I asked the clerk as to how much time he will take to process my account.

Present

Pre`sent

Betty bought a present for Bennett.  
They presented the chief guest with a souvenir.

ˈProject

Proj`ect

Pam and Peter were working on the project together  
The party projected a clean image.

ˈSubject

sub`ject

I always found history a boring subject.  
The prisoners were subjected to extreme torture by the army.

ˈObject

Ob`ject

The crystal vase was an object of desire.  
I believe the judge will object to the defendant's plea.

Ca`reer

ˈCarrier

Youngsters today are conscious about their career.  
The goods were sent by a private carrier.

ˈRecord

Re`cord

He found his favorite record in the store  
Jim wanted to record the conversation for reference.

### First Sound Stress

ˈAccent

ˈAbsent

ˈAddict

ˈAddress

ˈConduct

ˈContract

ˈContrast

ˈCity

ˈCustomer

ˈObject

ˈPerfect

ˈFamily

ˈInterest

ˈIndustry

ˈNumber

ˈRelative

### MID-Sound Stress

De`mocracy

di`plomacy

Po`litical

ph`tographer

me`chanical

fa`miliar

hy`pocracy

mo`notony

cor`rective

ex`posure

me`dicinal

dep`artment (mnt)

a`merica

im`portant

in`structions

pro`cess

### LAST Sound Stress

Re`fer                      a`ssume  
Con`cerned                con`clude  
Di`rect                    over`age  
Re`new                    ju`ly  
How`ever                thir`teen  
Congratu`lation        e`nough  
E`vent                    pre`fer

Session 24                Voice Modulation (Intonation)

### Intonation

Intonation is the music of the language. In English, we use tone to signal emotion, questioning, and parts of the sentence among many other things. It's important to recognize the meaning behind the tones used in everyday speech, and to be able to use them so that there are no misunderstandings between the speaker and the listener. It is generally true that mistakes in pronunciation of sounds can be overlooked, but mistakes in intonation make a lasting impression.

**Try this short exercise:**

Say this sentence aloud and count how many seconds it takes.

*The beautiful Mountain appeared transfixed in the distance.*

Time required? Probably about 5 seconds. Now, try speaking this sentence aloud.

*He can come on Sundays as long as he doesn't have to do any homework in the evening.*

Time required? Probably about 5 seconds.

Wait a minute the first sentence is much shorter than the second sentence!

*The beautiful Mountain appeared transfixed in the distance*

*He can come on Sundays as long as he doesn't have to do any homework in the evening*

***You are only partially right!***

This simple exercise makes a very important point about how we speak and use English. Namely, English is considered a stressed language while many other languages are considered syllabic. What does that mean? It means that, in English, we give stress to certain words while other words are quickly spoken (some students say eaten!). In other languages, such as French or Italian, each syllable receives equal importance (there is stress, but each syllable has its own length).

***In other words we can say that,***

***∧ The intonation of a language refers to the patterns of pitch variation, or the tones, its uses in its utterance.***

Basically, stress words are considered **CONTENT WORDS** such as

- A Nouns e.g. kitchen, Peter
- A (most) principle verbs e.g. visit, construct
- A Adjectives e.g. beautiful, interesting
- A Adverbs e.g. often, carefully

Non-stressed words are considered **FUNCTION WORDS** such as

- A Determiners e.g. the, a, some, a few
- A Auxiliary verbs e.g. don't, am, can, were
- A Prepositions e.g. before, next to, opposite
- A Conjunctions e.g. but, while, as
- A Pronouns e.g. they, she, us

### *Intonation in Questions*

Statements usually end with a pitch fall. Questions that can be answered with a "yes" or "no" are exceptions to this rule and usually end with a rise in the pitch.

For example, see the following questions. Do you notice the rise at the end? (Underlined words are the focus words or words which are stressed)

- q Are you married?
- q Do you want to go out?
- q Do you need a raise?

Class Activity Underline the focus word in the following questions and mark where the intonation goes up?

- q Do you drive a Car?
- q Are you ready?
- q Do you like to dance?
- q Are you prepared for the meeting?
- q Have you seen the patient in exam room two?

### *Information Questions*

Now see these questions that cannot be answered with a "yes" or a "no", we can call them information questions.

- q How many children do you have?
- q How long have you worked at this company?
- q Where is the boss today?

These questions do not have a rise in the intonation at the end. Instead, the rise is on the more important word, the "focus word" in the sentence. This is also the word that gets the most stress. So

the intonation reinforces the stress pattern. Then the intonation drops at the end of the thought group, as it does in statements.

*Class Activity* <sup>A</sup> Underline the focus words and mark where the intonation goes down.

- q How much money do you make?
- q When are you getting home tonight?
- q Why didn't you carpool today?
- q Where did you leave the key?
- q What's your favorite flavor?

### *Intonation with Choices*

When the speaker wants to offer you a choice, the pitch or intonation will go UP on the first (or all the choices before the last one) and down for the final option to indicate the end of choices.

For example, see the following sentences:

- q Do you want chocolate or vanilla?
- q Do you want chocolate, vanilla or strawberry?
- q Do you want red, brown or black?

*Class Activity* <sup>A</sup> Underline the word on which the intonation rises and mark the intonation at the end of the phrase.

- q Do you want black or brown?
- q Do you want mornings, afternoons or evenings?
- q Which is better, Thursday, Friday or Saturday?
- q Do you speak Mandarin or Cantonese?
- q Do you need it today or tomorrow?
- q Do you need a small, medium or large?

### *Intonation/ Stress Shifts*

Sometimes the intonation and stress change to show what the speaker feels is important. For Example, if you've been leaving office earlier each day this week and your boss asks the second question below, maybe she\he will stress TODAY and rise in intonation will also be on "today". Listen as your instructor reads these sentences:

- q You've left early every day this week.
- q When are you leaving today?

Stress moves from one word to the other. Notice how the entire meaning of the question changes as stress moves from one word to the other.

1. When are you leaving today?
2. When are you leaving today?
3. When are you leaving today?
4. When are you leaving today?



## *New Vs Old Information*

### **Directives:**

A rise in intonation can highlight the new vs. old information. You can see the intonation focus in the following examples as it changes to highlight the new information.

For Example:

- q I just found some quarters.
- q How many quarters?
- q Ten quarters.

Class Activity<sup>1</sup> Underline the focus words in the following exchange:

- q I just got a raise.
- q Was it a big raise?
- q It was a big raise and a promotion.

### *Contours*

*I didn't say he stole the money!*

### *Intonation*

I didn't say he stole the money.  
I **didn't** say he stole the money.  
I didn't **say** he stole the money.  
I didn't say **he** stole the money.  
I didn't say he **stole** the money.  
I didn't say he stole **the** money.  
I didn't say he stole the **money**.

### *Reading with Expression<sup>1</sup>*

John said, "My father is here."  
"John", said my father, "is here"

He sold his houseboat and car.  
He sold his house, boat and car.

Wooden matches are used to start fires.  
Wood and matches are used to start fires.

What does eligible mean?  
What does eligible mean?

## Rate of Speech

The class is given the following passage to read in groups and the partner notes down the time taken to read the 100-word passage.

### Dwarfs

On dark nights, I sometimes dream of little dwarfs who like to ride through the woods and along country roads on tiny donkeys. On cold stabbing nights they try to invert riddles to the sound of wind. They tend to find clear skies disappointing and much prefers dark stormy nights. One dark dismal night in winter, I observed a dozen of these little men hunting for dandelions in the woods. It was raining hard but in the distance I could see a little figure riding away from me. I followed close behind until the dwarf reached a door through which he disappeared. I knocked hard on the door, hoping to catch a glimpse of where he lived. All of a sudden I heard a dreadful drumming sound behind me. A drunken dwarf dressed in a diamond – encrusted cloak was riding past me on a dappled donkey! I tried to address him, but with downcast eyes, he trundled down the road into the distance. As the day dawned, I woke from my dream.

## Common Errors in Speech

- Where are you speaking from?
- Return back
- Four days back
- Double oo, 99 (Say it individually)
- Have a seat, have a book
- Home # not residence
- Give me/ give you a ring (call)
- Choose one (not pick)
- How did you find the place/person?
- Going to go
- Repeat again
- Why not
- Give an exam (take an exam)
- Speak loudly
- Back-side
- Cook / laugh myself
- Sports not games
- I was finding / searching him (looking for)

- Tomorrow we would be doing this. (Will)
- Today morning / Yesterday evening. (This / last)
- In the night (at)
- More better, more louder, more happier
- Very much less

**Home Task - Ask the trainees to jot down some more common errors in speech.**

## **Session 25. Introduction to Software**

## Session 26 Course Facilitation Skills

The design of the Josh Program is such that it makes the role of the facilitator extremely significant and of maximum importance to the success of the program. This is a path breaking program and the facilitators here will be examples for the entire country to follow.

To begin with let us understand some key things to be kept in mind to ensure the success of the program:

1. Positive Attitude
2. Possibility Attitude
3. Sustained enthusiasm about the program.
4. Be a part of the change. Be the change driver.
5. Knowledge about the program
6. Overcome own fears and help students overcome their fears. Fears create barriers to learning.
7. Be the student's friend and provide positive counseling when required.
8. Give constructive feedback.
9. Build a dream for each student.

These are important traits that we have to build in our personalities if we need to be a powerful facilitator.

### Facilitation tips

#### Classroom for E learning

1. Ensure timely attendance and maintain a strict sense of discipline about the same for the E learning session. Students should be inside the class at least 5 minutes prior to the telecast time.
2. Ensure systems are in place to ensure trouble free broadcast of the session.
3. Ensure each student carries the workbook when coming to attend the session.
4. Ensure active but serious and controlled participation as it will be a virtual classroom environment. Begin by participating yourself.
5. Maintain decorum during the broadcast.
6. Create an energetic environment in the class during the session.
7. Ensure workbook entries by all students.
8. Take questions at the end of the session.
9. Discuss Home tasks and create activities to ensure better grasp on the subject.

#### Computer Based Learning

1. The computer based learning would take place through specially designed software that would be installed at your college in the computer lab.
2. The purpose of the software is to supplement E learning and provide a practice environment.
3. It is important to understand the usage of the software well yourself so that the same learning to the student.
4. Ensure that all students who are part of the program do spend an hour a day for computer based learning. Maintain an attendance sheet.
5. Ensure students do not spend their time on other things on the computer during the classroom time.
6. Show students how to use the software and help them to get accustomed to this new form of learning.
7. Explain where ever required any understanding issue with the content.

8. Help students to connect computer based learning with the E learning session thus helping them to gain a better understanding of the subject.

## Activity

Let's do a little introspection. Write down the answer of the following questions:

1. Am I proud to be a part of Josh? If yes then why?

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2. What excites me about being a part of Josh?

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3. What do I expect this program to achieve for

1)My  
Students

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2)My  
State

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3)My  
self

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**In what ways will I contribute to the success of this program?**

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**Session 27. Demo Session**

**Session 28. Q and A**