

1. Grammar:

In this section, I will teach basic grammar like tenses and sentence formation along with homework. It takes two classes, (time: each class 1 hour).

2. Soft skills development:

(Soft skills could be trained by me, hard skills are technical skills, you need to workout)

In this section, I train you the most classy skills needed in MNC like verbal and non verbal Communication, Emotional intelligence, Empathy, Management and Leadership skills. It will take 2 classes.

3. Speech test:

In this section, I will test your speech, the way you speak, your tone, body language, expression, interpersonal skills, behavioral skills. Then I will find out what issue is there, then I will correct it accordingly with model speech from me. It takes 2 classes, (time: 1 hour).

4. Phone skills:

In this section, I will teach how to speak in phone as per

business English model. The way, procedure and techniques in this. It take one class.

5. Public speaking:

The first class pays off here. I will teach you the how the content type should be, the way we speak, tone, body language, humor sense, expression., etc.. It takes 2 class

6. Interpersonal skills,

In this section, I will teach you, how to speak in one to one communication, these are qualities and behaviors we exhibit while interacting with other people. They are considered to be one of the most sought after types of soft skill. This is most important skill. It take 2 class.

7. Others ways to improve communication skills:

These are extra bits of portions. It include websites, app, article, about the communication skill improvement. We will have discussion in all these. There ends the course. It take one class.