



IEFL[®]
ESTD. : 1974

*Institute of English
& Foreign Languages*

Winner of : **National Education Excellence Award, New Delhi.**
European Quality Award, Oxford, England.
ISO 9001 : 2008 Certified

SPOKEN ENGLISH + SOFT SKILLS
(NO DEMO CLASS)

Minimum no. of students in a batch: 8
Maximum No of students in a batch: 15

Course Content:

1. Functional Grammar
2. One to one interaction
3. Role – Play
4. Telephone Etiquette
5. Public Speaking / Stage Fear
6. Self-Introduction
7. Meeting Etiquette
8. Listening Skills & Concentration
9. Stress & Anger Management
10. Manners & Etiquette
11. How to be successful in life
12. JAM Session
13. Group discussion
14. Interview Skills

Duration: 6 Weeks

Pay just Rs.1000 and reserve your seat (The balance to be paid on the day the batch starts)

Admission Timings: 9:30 am to 6:30 pm

- Note:**
1. For every payment an official receipt should be obtained.
 2. A certificate is awarded on payment after the successful completion of the course.
 3. In case of cancellation; if a written request is submitted 48 hours before the commencement of the course, the course fee shall be refunded after deducting Rs. 200/- as administrative fee.
 4. Fee will not be refunded once the course begins.

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MOTHER of all the Spoken English Institutions of Telangana & A.P.