

➤ **Advanced English Writing Skills** *(Duration : 3 Months)*

This unique course has been designed to equip you with well-structured writing for all purposes.

✓ **Course Details:**

Overview of Grammar:

1. Parts of speech
2. Tenses
3. Modal Verbs
4. Determiners
5. Prepositions
6. Non - Finite Verbs
7. Clauses
8. Conditionals
9. Reported Speech

Enriching Vocabulary:

1. Phrasal Verbs
2. Idioms & Phrases
3. Functional Vocabulary
4. Vocabulary on various topics

Creative Writing:

1. Speech Writing
2. Story Composing
3. Article Writing
4. Script Writing

Regd. Office : H. No. 238, High Tension Street No. - 2, Opp. Police Station,
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Short Writing:

1. Message writing
2. Notice writing
3. E-mail composing
4. Poster making
5. Biographical sketch

Detailed Writing:

1. Informal letters
2. Formal letter
3. Job application
4. Invitation card
5. Report writing

Other Writing:

1. Diary entry / writing
2. Dialogue writing
3. Factual description
4. Debate writing
5. Note-making
6. Self-review
7. Note taking
8. Telegram writing
9. Describing people
10. Circular writing:
11. Post-card writing
12. Advertisement writing
13. Expansion Writing
14. Paragraph writing
15. Advanced Essay writing

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