

Spoken English in 4 Hours

Learn to hold everyday English conversations with clear pronunciation, correct grammar and growing confidence.

4 Hours

DURATION

6

MODULES

29

TOPICS

11

HANDS-ON ACTIVITIES

COURSE OVERVIEW

This course introduces spoken English, covering basic conversation, greetings and simple questions before building practical vocabulary and pronunciation skills. It then moves to sentence structure and grammar, including tenses and question forms, followed by conversational practice, active listening and role play of real-life scenarios such as ordering food or giving directions. Later modules address building confidence, overcoming hesitation and using non-verbal communication, before finishing with longer conversations, sentence connectors and peer feedback on fluency, pronunciation and grammar.

WHO THIS COURSE IS FOR

Working Professionals

Non-Native English Speakers

Customer Service Staff

Job Seekers

Casual Learners

LEARNING OBJECTIVES

- Explain the key components of spoken English fluency
- Apply common greetings and simple questions in basic conversation
- Build practical vocabulary for professional and casual situations
- Apply techniques to improve pronunciation such as syllable stress
- Construct correct sentences using basic tenses and prepositions
- Form yes/no and WH-questions with clear, short responses
- Practise real-life scenarios such as ordering food or directions
- Apply strategies to build confidence and use non-verbal communication

TRAINING APPROACH

This 4-hour curriculum is designed to provide a balance of theory and practical spoken English activities. Each session builds on essential skills, helping participants gain confidence in speaking English through role-play, discussions, and feedback. The focus is on real-world application and encouraging participants to practice speaking in a supportive environment.

6 Modules, 29 Topics

01

Activity

Introduction to Spoken English

OVERVIEW OF ENGLISH LANGUAGE SKILLS

- Importance of spoken English in professional and social contexts
- Differences between formal and informal spoken English
- **Key components of spoken English:** Pronunciation, Grammar, Vocabulary, and Fluency

BASIC CONVERSATION IN ENGLISH

- Common greetings and introductions
- Asking and answering simple questions (name, work, daily routine)

02

2 Activities

Vocabulary Building and Pronunciation

ESSENTIAL VOCABULARY FOR DAILY CONVERSATIONS

- Learning common words and phrases used in everyday situations (work, shopping, transportation, etc.)
- Building a practical vocabulary for professional and casual contexts

PRONUNCIATION PRACTICE

- Common pronunciation challenges in English
- Techniques to improve pronunciation (e.g., syllable stress, vowel sounds, consonant clusters)
- Introduction to phonetic symbols (basic)

03

2 Activities

Sentence Structure and Grammar

BASIC ENGLISH GRAMMAR FOR SPEAKING

- Forming correct sentences (subject, verb, object)
- Understanding basic tenses (past, present, future)
- Using common prepositions, articles, and conjunctions in conversation

FORMING QUESTIONS AND RESPONSES

- Asking yes/no and WH-questions (who, what, when, where, why)
- Giving short, clear responses to questions

04**2 Activities**

Conversational Practice and Listening

BUILDING FLUENCY IN CONVERSATIONS

- Tips for improving conversational fluency (think in English, slow down speech, avoid translation)
- Active listening skills and responding appropriately in conversations
- Dealing with unfamiliar vocabulary or phrases during conversations

ROLE PLAY CONVERSATIONS

- Practicing real-life scenarios such as ordering food, giving directions, making appointments, and handling customer interactions

05**2 Activities**

Building Confidence in Speaking

OVERCOMING SPEAKING HESITATION

- Strategies to build confidence in speaking English (practice, patience, positive mindset)
- Focusing on fluency over perfection – not fearing mistakes
- Building comfort with small talk and casual conversations

NON-VERBAL COMMUNICATION

- The role of body language, eye contact, and gestures in communication
- How to use non-verbal cues to complement spoken English

06**2 Activities**

Practical Conversation and Feedback

ENGAGING IN LONGER CONVERSATIONS

- Transitioning from short responses to longer, flowing conversations
- Using connectors (and, but, so) to speak more naturally
- Maintaining a conversation and asking follow-up questions

PEER FEEDBACK AND IMPROVEMENT

- Giving and receiving feedback on spoken English
- Identifying areas for improvement (grammar, pronunciation, fluency)

Practise What You Learn

#	MODULE	ACTIVITY
01	Introduction to Spoken English	Introduction Role Play: Participants pair up to introduce themselves to one another, using basic sentences like “My name is...,” “I work as...,” etc. The aim is to build confidence and fluency in basic conversation.
02	Vocabulary Building and Pronunciation	■ Vocabulary Challenge: Participants will be given flashcards with images or words and must use them in simple sentences. This will reinforce new vocabulary and improve sentence structure. ■ Pronunciation Drill: Participants practice difficult sounds (like “th” in “think,” “v” in “very”) through repetition exercises. They will also practice word stress by pronouncing sentences with correct intonation.
03	Sentence Structure and Grammar	■ Sentence Formation Exercise: Participants will be given scrambled sentences and asked to rearrange them into correct sentences ■ Question and Answer Pairing: Participants practice asking each other simple questions using WH-words, followed by appropriate responses. This reinforces grammatical accuracy and fluency in speaking.
04	Conversational Practice and Listening	■ Role Play Situations: Participants will be assigned real-life scenarios (e.g., at a restaurant, asking for help, or speaking to a colleague). They will engage in role-play to practice their conversation skills. ■ Listening and Response Exercise: Participants listen to short dialogues and then answer questions or repeat key phrases. This will enhance their ability to follow conversations and respond naturally.
05	Building Confidence in Speaking	■ Small Group Discussion: Participants will form small groups to discuss simple topics (e.g., favorite hobbies, weekend plans). This will help participants build confidence in speaking without focusing too much on correctness. ■ Confidence Booster Exercise: Participants will be asked to give a 1-minute impromptu speech on a simple topic (like “My Favorite Food” or “A Day in My Life”). The focus will be on speaking without hesitation.
06	Practical Conversation and Feedback	■ Extended Conversation Practice: In pairs, participants will have a longer conversation based on a real-life scenario (e.g., talking about a trip, describing their job, or discussing a movie). They will practice using sentence connectors and maintaining a conversation. ■ Peer Feedback: After each conversation, participants will provide each other with constructive feedback focusing on fluency, pronunciation, and sentence structure

WHAT IS INCLUDED

Everything You Need to Succeed

- Koenig course material for every module
- Delivery by certified instructors and subject matter experts
- Hands-on exercises throughout the course
- Course completion certificate from Koenig

ABOUT KOENIG

Who We Are

Established in 1993, Koenig Solutions is a globally recognised training provider with 35+ technology partnerships, 5,000+ training programmes and a network of certified instructors and subject matter experts, supporting individuals and enterprise teams worldwide.

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