



FMM Institute (475427-W)
Penang Branch

SPOKEN ENGLISH FOR THE MALAYSIAN WORKFORCE

6 – 7 May 2013
9.00 am – 5.00 pm
Training Venue:
FMM Institute, D’Piazza Mall, Penang

**SBL SCHEME
CLAIMABLE FROM PSMB**

INTRODUCTION

Many Malaysian employees often say that they lack the confidence to speak in English, and because they do not practise speaking, they will be caught in a never-ending cycle of not speaking and not being able to improve their proficiency, and by extension, would not be able to maximise their potential to serve their employers.

Even when they do speak English, they feel self-conscious as they are constantly worried that there will be miscommunication due to wrong word usage, the inability to phrase their thoughts effectively when speaking or more commonly, poor pronunciation. This unnecessary stress could cause them to make even more mistakes when speaking.

The perception that one has poor pronunciation is enough to make anyone think twice speaking, but this problem can be addressed by equipping the Malaysian workforce with the necessary skills to identify and correct their mistakes as well as to independently learn how to pronounce new words and phrases correctly and confidently.

COURSE OBJECTIVE

The course objectives are to:

- Help participants be aware of and Identify common errors in Malaysian pronunciation
- Correct those errors
- Teach participants the skills needed to learn how to pronounce new words
- Enable participants to learn and practise pronunciation in a controlled environment without feeling shy, embarrassed or self-conscious
- Help participants understand what they want to say, and to structure and express their thoughts in English
- Help participants become more confident so that they will be able to speak on their own and be able to become more fluent on their own.

COURSE CONTENT

Module 1: Pronunciation

- International Phonetic Alphabet
- Identifying Syllables
- Stress and Intonation
- Exercises

Module 2: Problems in Pronunciation for Malaysians

- Problem Sounds: “th”, “z”, “r”, “l”
- Unfinished or Rushed Endings
- Diphthongs and Longer Sounds
- Dropped sounds: “h” and “s”
- Confusion due to Poor Pronunciation
- Voiced and Voiceless Sounds: Sounds ending with “t”, “d”, “id” / “s”, “z”

Module 3: Practical Session

- Reading-Out Loud with Corrections by Trainer
- Summarizing Your Thoughts
- Paraphrasing: Using What You Know To Say What You Want

Module 4: Speaking in Communicative English

- Class Contribution: Highlight Words You Want To Learn
- Presentation

THE TRAINER

Miss Tan Su Ling, a linguistic graduate from Universiti Sains Malaysia who specializes in English, Malay and Cultural Courses for multi-national companies, international schools, corporate companies and individual students. The learners include children and senior citizens, administrative and technical people, management and operators as well as students and homemakers.

The trainer also conducts courses on local culture and is able to guide the learner on Malaysian culture and the quirks of Malaysian English. She is also a writer, translator, editor and content developer for corporate companies, magazines and websites.

TARGET GROUP

Mid-level Employees
Participants who need help with English

ADMINISTRATIVE DETAILS

COURSE FEE	RM700 (FMM Member) / RM800 (Non-Member) per participant (The fee includes luncheon, coffee/tea breaks and notes)
DRESS CODE	Office Attire
REGISTRATION	Participation in the program is based on a first-come-first-served basis. Cheque made in favour of the “ <i>FMM Institute</i> ” should be forwarded on or before program date to the FMM Institute, Northern Branch, Bandar Seberang Jaya. Participants, who registered but did not attend, will be billed accordingly. Upon confirmation, kindly send us the payment before the commencement of the program.
CANCELLATION	There will be no refund for cancellation within 2 days prior to the program, 50% for cancellation between 3 – 6 days and full refund for cancellation 7 days prior to the program. Please inform in writing if you intend to cancel. A replacement can be accepted at no additional cost.
DISCLAIMER	The FMM Institute reserves the right to change the facilitator, date and to vary / cancel the program should unavoidable circumstances arise. All efforts will be taken to inform participants of the changes. Upon sending the registration form, you are deemed to have read and accepted the terms and conditions.

ENQUIRIES

Ms Nazliza / Mr Aidi
FMM Institute
No 2767, Mukim 11, Lebuah Tenggori 2, Bandar Seberang Jaya,
13700 Seberang Perai
Tel : 04-6302050/2
Fax : 04-6302054
Email : nazliza@fmm.org.my
aidi@fmm.org.my

CLOSING DATE 29 APRIL 2013

**REGISTRATION FORM
SPOKEN ENGLISH FOR THE MALAYSIAN WORKFORCE**

6 – 7 May 2013
9.00 am – 5.00 pm
Training Venue:
FMM Institute, D’Piazza Mall, Penang

To : Ms Nazliza / Aidi
(Fax : 04-6302054)
(Email: nazliza@fmm.org.my / aidi@fmm.org.my)

FMM Institute (Penang Branch)

1. Name : _____

Designation : _____

Email: _____

2. Name : _____

Designation : _____

Email: _____

3. Name : _____

Designation : _____

Email: _____

4. Name : _____

Designation : _____

Email: _____

Enclosed cheque / bank draft no. _____ for
RM _____ being payment for
participant(s) made in favour of “FMM Institute”

***Submitted By :**

Name: _____

Designation: _____

Company: _____

Address: _____

Tel : _____

Fax: _____

Email: _____

***PLEASE DO FILL UP WITH COMPLETE
DETAILS**