

## A handbook for english language laboratories

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### Abstrak

This book is written to help college and university students enhance their pronunciation and communication skills. The matter in the book is divided into three parts—Computer Assisted Language Learning, The Sound System of English and Communication Skills. Part one deals with the uses of computers and information technology in developing language skills. Part two endeavours to help the students learn the appropriate pronunciation of English. The focus here is mainly on the practical aspects of English phonetics. The information covered in this part, it is hoped, will help in overcoming the Mother Tongue Influence (MTI). In the era of globalization, where you are expected to speak English with global intelligibility, Accent Neutralization or Accent Reduction has assumed greater importance than ever before. Accent neutralization/reduction attempts to reduce the Mother Tongue Influence (MTI) and makes spoken English sound closer to the American or British variety. Part three seeks to help students develop their communication skills. This section also provides practical tips for effective public speaking, preparing résumés, facing interviews, making presentations, participating in group discussions and debates. We believe that this book will not only meet the needs of the target group, but also be found equally useful by all those working towards improving their language and communication skills. The book draws upon our experience of teaching English. Most of the material has been drawn from our notes and from other different sources. Unfortunately, the sources were not properly noted or available; hence it became impossible to provide accurate acknowledgements.