

# Spoken Hindi Language

## 40 Hours Workshop

### Course Description

**Spoken Hindi** is a workshop, which is designed for employees who is working in the shop floor along with the employees who speaks only Hindi as their language. It uses simple, an easy to understand tool to describe the approach and methods used for Hindi-language communication. It focuses on basic pronunciation which increases staff motivation and confidence in the learning process through active participation in the classroom activities.

### Course Outline

- Introduction to Hindi Grammar
- Hindi alphabets pronunciation
- Nouns, Verbs, Pronouns and Adjectives in Hindi
- Vowels & Consents'
- Number: singular and plural
- Months of the year
- Days of the week
- Commonly used Hindi words in the shop floor
- Hindi spoken grammar
- Listening & Speaking
- Watching & Reacting
- Genders (masculine, feminine)
- Tense (present, past, future)
- Action (perfect, imperfect, continuous)
- Degree of respect (intimate, familiar, respect)
- Conversation and Reading/writing drills- Active Shop floor use of Hindi
- Discussion of grammar
- Sound pronunciation
- Translation through sentences - English – Hindi
- Colours in Hindi
- Parts of the body
- Hindi Word formation
- Common things used in shop floor context to pronounce in Hindi
- Conversation skills – Discussion – Presentation - Confidence Building

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### Training Methodology

The Training Methodology is entirely focused on EXPERIENTIAL LEARNINGS with the use of Group & Individual Activities, Case Studies, Role Plays, Adult Learning Principles and Thought & Introspection sessions.

### Other Details:

- Payment to be made within 15 days from the date of the invoice.
- All payments must be made by cheque/online transfer etc., drawn in favour of Sieger Training India. Sieger will charge on INR basis only.
- Overseas clients will have to take care of all the training materials directly as briefed by Sieger Training. However, Sieger can procure some (which can be transited) not all, on behalf of the client but any additional charges for custom clearance must be taken care by client only.
- Facilitators Travel, accommodation & Food must be taken care by the client (wherever necessary)
- Clients will have to arrange LCD, Speakers, Mike on their own.
- Cancellation of confirmed programmes shall be intimated one week in advance else 50% of the total charges shall be applicable.
- Client will recognize the intellectual property rights of Sieger Training and such materials are not to be copied without prior written approval of Sieger Training.
- Take all responsible steps to hold all Sieger Training copyrighted materials confidential to Client.
- Guarantee that no training will be conducted using Sieger Training concepts or material is carried out for employees of Client and Client shall not use Sieger Trainer's without the knowledge of Sieger Training Consultants (P) Limited.
- Ensure that any materials of Sieger Training supplied to internal employee(s) are retained by Client and or returned to Sieger Training if the employee(s) ceases to be employed by the company;
- Ensure that no substantive modification of course design or content occurs without the prior written permission of Sieger Training, which shall not be withheld unreasonably;
- Treat this agreement as confidential and not divulge its contents to third parties;
- Inform Sieger Training of any internal procedures for the payment of invoices.