

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার পরিকল্পনা মন্ত্রণালয় জাতীয় পরিকল্পনা ও উন্নয়ন একাডেমি (এনএপিডি) প্রশিক্ষণ সেল



৩/এ, নীলক্ষেত, ঢাকা-১২০৫

www.napd.gov.bd

স্মারক নম্বর: ২০.০৭.০০০০.০০৬.০২.০০১.২০.৪

বিষয্:

তারিখ: ১ ফাল্গুন ১৪২৭

১৪ ফেব্রুয়ারি ২০২১

Nomination for English Language Proficiency Course (07 March-23 June ,2021)

We have the honor to inform you that the "English Language Proficiency" course is scheduled to be held from 07.03.2021 – 23.06.2021 (39th Batch). The Academy has been conducting this course regularly since 1998. The course will refresh the participant's basic knowledge of grammar and improve their writing & speaking skills. Most importantly, it will also help the participants to improve their proficiency in English through applying the techniques learnt from this training course. In this connection please note that we have a very rich modern language laboratory. The course details are as follows:

Course		ease note that we have a very rich modern language laboratory. The course details are as follows:
Benefits of this Course As the course will be conducted through online, so official duties a responsibilities will not be hampered. A skill development in English Proficiency will be achieved and the organization will definitely be benefited. 5. This will help the Participants to interact & communicate with the foreign counter parts in terms of collaboration cooperation and negotiation. Duration (70 March-23 June, 2021) Class Time (70 June, 2021) Class Time (70 June, 2021) Designed for To improve the participant's English Language proficiency distening, speaking, reading and writing) and to develop their competence in using English for both oral and written communication. Officers not below grade-9 of Govt./Semi-Govt. Agencies and private organizations who are required to use English for their efficiency in their job offices. Course Course Contents How to study (10 June, 2007) How to develop the skills of English (10 June, 2007) How to develop the skills of English (10 June, 2007) By Preposition (10 June, 2007) Conditionals (10 June, 2007) Conditional (20 June, 2007) Conditionals (20 June, 2007) Conditionals (Name of the	"English Language Proficiency" (40 th Batch)
this Course 2. Training course fee is relatively very low. 3. As the course will be conducted through online, so official duties & responsibilities will not be hampered. 4. Skill development in English Proficiency will be achieved and the organization will definitely be benefited. 5. This will help the Participants to interact & communicate with the foreign counter parts in terms of collaboration cooperation and negotiation. Duration 207 March 23 June, 2021 Class Time 207 30-09-09 pm. 2 sessions day, 3 days in a week (Sunday, Tuesday, Wednesday) Designed for the participant's English Language proficiency distening, speaking, reading and writing) and to develop the discompetence in using English for both oral and written communication. Objective Officers not below grade-9 of Govt. Semi-Govt. Agencies and private organizations who are required to use English for their oral and written communication. Objective Officers not below grade-9 of Govt. Semi-Govt. Agencies and private organizations who are required to use English for their efficiency in their job offices. Course Contents Module - 1. Language and Basic Grammar a. How to study b. How to develop the skills of English c. Tense d. Modals e. Conditionals f. Comparison g. Preposition h. Sentence Correction Module - 2. Speaking skill a. Speaking about myself b. Speaking role playing d. Speaking prole playing d. Speaking prole playing d. Speaking pronunciation. Right Pronunciation of Alphabets, 44 Phonemes/sounds f. Developing Pronunciation. Nowel sounds. Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3. Writing skill a. Basic Writing: Subject. Verb Agreement b. Writing Practice c. Writing Application d. Report Writing Module - 4. Listening skill a. Mavie Show b. Listening Practice (Beginner) c. Listening Practice (Advance) Module - 5. Reading Practice (Advance) Module - 5. Reading Practice on the process of the participation, writing Module - 6. Reading Prac	Course	
Course 2. Training course fee is relatively very low. 3. As the course will be conducted through online, so official duties & responsibilities will not be hampered. 4. Skill development in English Proficiency will be achieved and the organization will definitely be benefited. 5. This will help the Participants to interact & communicate with the foreign counter parts in terms of collaboration cooperation and negotiation. Duration O7.30-90-00 pm. O7.30-90-00 pm. O7.30-90-00 pm. Designed for: 10 improve the participant's English Language proficiency distening, speaking, reading and writing) and to develop their competence in using English for both oral and written communication. Objective: Officers not below grade-9 of Govt.Semi-Govt. Agencies and private organizations who are required to use English Contents of their competence in using English for both oral and written communication. Officers not below grade-9 of Govt.Semi-Govt. Agencies and private organizations who are required to use English Contents of their competency in their organizations who are required to use English Course On their efficiency in their job offices. Module - 1: Language and Basic Grammar a. How to study b. How to develop the skills of English c. Comparison g. Preposition Module - 2: Speaking role playing c. Speaking role playing c. Speaking role playing c. Speaking role playing d. Speaking role playing c. Speaking role pronunciation. Vowel sounds. Monophthongs, Othecking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3. Writing skill a. Basic Writing skill a. Basic Writing skill a. Beard Writing Practice f. Official Writing Module - 4: Listening skill a. Reading Practice of thermediate) d. Listening Practice (Advance) Module - 5. Reading Practice (Advance) Modu	Benefits of	1. During the COVID-19 situation the participants need not come to campus to attend the training.
3. As the course will be conducted through online, so official duties & responsibilities will not be hampered. 4. Skill development in English Proficiency will be achieved and the organization will definitely be benefited. 5. This will help the Participants to interact & communicate with the foreign counter parts in terms of collaboration cooperation and negotiation. 9.7 March-23 June, 2021 Class Time 2. Sessions day, 3 days in a week (Sunday, Tuesday, Wednesday) Designed for 1. To improve the participant's English Language proficiency (distening, speaking, reading and writing) and to develop their competence in using English for both oral and written communication. Objective 5. Module - 1. Language and Basic Grammar a. How to study 5. How to study 5. How to study 5. How to develop the skills of English 6. Tense 6. Modals 6. Conditionals 7. Comparison 7. Preposition 8. Sentence Correction 8. Sentence Correction 9. Preposition 8. Sentence Correction 9. Preposition 8. Sentence Correction 9. Preposition 9. Speaking presentation 9. Developing Pronunciation- Consonant sounds, Aspiration 9. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark 8. News Presentation 9. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark 1. News Presentation 9. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark 1. News Presentation 9. Report Writing Practice (Beginner) 1. Listening Practice (Beginner) 1. Listening Practice (Beginner) 1. Listening Practice (Beginner) 1. Listening Practice (Advance) 1. Module - 3. Reading Practice of Module - 3. Reading Practice (Advance) 1. Reading Practice of Module - 3. Reading Practice of North Reading Practice (Advance) 1. Reading Practice of North	this Course	
4. Skill development in English Proficiency will be achieved and the organization will definitely be benefited. 5. This will help the Participants to interact & communicate with the foreign counter parts in terms of collaboration cooperation and negotiation. 10 73 0 March 23 June 2021 10 730 9900 p.m. 2 sessions day, 3 days in a week (Sunday, Tuesday, Wednesday) Designed for the participant's English Language proficiency distening, speaking, reading and writing) and to develop their competence in using English for both oral and written communication. Officers not below grade-9 of Govt/Semi-Govt. Agencies and private organizations who are required to use English for their efficiency in their job offices. Course Course Contents Module - 1: Language and Basic Grammar a. How to study b. How to develop the skills of English c. Tense d. Modals e. Conditionals f. Comparison g. Preposition h. Senetnice Correction Module - 2: Speaking skill a. Speaking about myself b. Speaking or log playing d. Speaking role playing d. Developing Pronunciation. Right Pronunciation of Alphabets, 44 Phonemes/sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation. Vowel sounds. Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing skill a. Basic Writing skill a. Basic Writing skill a. Basic Writing practice f. Official Writing Module - 4: Listening practice (Beginner) c. Listening Practice (Beginner) c. Listening Practice (Advance) Module - 5: Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Beginner)		
S. This will help the Participants to interact & communicate with the foreign counter parts in terms of collaboration coperation and negotiation. O' March 23 June, 2021		
cooperation and negotiation.		
Duration 0.7 March-23 June, 2021 Class Time 2.7 3.0.0.0.0.0.m 2.5 essions day, 3 days in a week (Sunday, Tuesday, Wednesday) Designed for 1.5 miprove the participant's English Language proficiency (listening, speaking, reading and writing) and to develop their competence in using English for both oral and written communication. Officers not below grade-9 of Goty. Semi-Govt. Agencies and private organizations who are required to use English for their efficiency in their job offices. Course Module - 1: Language and Basic Grammar a. How to study b. How to develop the skills of English c. Conditionals		
Class Time 07:30-09-00 p.m. 2-sessions day. 3 days in a week (Sunday, Tuesday, Wednesday) Designed for 10 improve the participant's English Language proficiency (listening, speaking, reading and writing) and to develop their competence in using English for both oral and written communication. Officers not below grade-9 of Govt./Semi-Govt. Agencies and private organizations who are required to use English for their efficiency in their job offices. Module - 1: Language and Basic Grammar	Duration	
2 sessions day. 3 days in a week (Sunday, Tuesday, Wednesday) Designed for To improve the participant's English Language proficiency distening, speaking, reading and writing) and to develop their competence in using English for both oral and written communication. Objective Officers not below grade 9 of Govt. Semi-Govt. Agencies and private organizations who are required to use English for their efficiency in their job offices. Contents Module – 1: Language and Basic Grammar a. How to develop the skills of English c. Tense d. Modals e. Conditionals f. Comparison g. Preposition h. Sentence Correction Module – 2: Speaking skill a. Speaking about myself b. Speaking prosentation Poveloping Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/sounds f. Developing Pronunciation- Vowel sounds. Aspiration g. Developing Pronunciation- Vowel sounds. Monophthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module – 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice on topic c. Writing Application d. Report Writing Practice f. Official Writing Module – 4: Listening ractice (Beginner) c. Listening Practice (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Leinentice)		
Designed for the participant's English Language proficiency distenting, speaking, reading and writing) and to develop their competence in using English for both oral and written communication. Objective Officers not below grade.9 of Govt./Semi-Govt. Agencies and private organizations who are required to use English for their efficiency in their job offices. Module - 1: Language and Basic Grammar a. How to study b. How to develop the skills of English c. Tense d. Modals e. Conditionals f. Comparison g. Preposition h. Sentence Correction Module - 2: Speaking skill a. Speaking on topic c. Speaking presentation e. Developing Pronunciation. Right Pronunciation of Alphabets, 44 Phonemes/sounds f. Developing Pronunciation. Vowel sounds. Aspiration g. Developing Pronunciation. Vowel sounds. Monophthongs. Diphthongs. Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing skill a. Basic Writing Subject- Verb Agreement b. Writing Practice – on topic c. Writing Application d. Report Writing e. Report Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Enginner) c. Listening Practice (Advance) Module - 5: Reading Practice (Beginner) c. Listening Practice (Datermediate) d. Reading Practice solving comprehension (Beginner) c. Reading Practice solving comprehension (Beginner) d. Reading Practice solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)	Class Tille	
their competence in using English for both oral and written communication. Officers not below grades 9 of Gott-Semi-Govt. Agencies and private organizations who are required to use English for their efficiency in their job offices. Course Contents Module - 1: Language and Basic Grammar a. How to study b. How to develop the skills of English c. Tense d. Modals e. Conditionals f. Comparison g. Preposition h. Sentence Correction Module - 2: Speaking skill a. Speaking about myself b. Speaking or topic c. Speaking role playing d. Speaking presentation e. Developing Pronunciation. Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation. Consonant sounds, Aspiration g. Developing Pronunciation. Vowel sounds. Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing shillca. Basic Writing Practice on topic c. Writing Application d. Report Writing Practice f. Official Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Beginner) c. Listening Practice (Advance) Module - 5: Reading practice b. Reading Practice (Advance) Module - 6: Reading Practice (Advance) d. Report Writing Practice (Beginner) c. Reading Practice (Beginner) d. Reading Practice (Beginner) c. Reading Practice (Beginner) d. Reading Practice (Beginner)	D : 1.0	
Objective officers not below grade-9 of Govt./Semi-Govt. Agencies and private organizations who are required to use English for their efficiency in their job offices. Course Contents Module - 1: Language and Basic Grammar a. How to study b. How to develop the skills of English c. Tense d. Modals e. Conditionals f. Comparison g. Preposition h. Sentence Correction Module - 2: Speaking skill a. Speaking about myself b. Speaking on topic c. Speaking presentation e. Developing Pronunciation. Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation. Vowel sounds. Aspiration g. Developing Pronunciation: Vowel sounds. Monophthongs, Diphthongs, Checking words from the Dictionary with sounds. stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing; Subject. Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (deginner) c. Listening Practice (deginner) c. Listening Practice (definer) d. Listening Practice (definer) c. Listening Practice (definer) d. Reading Practice by solving comprehension (Beginner) d. Reading Practice by solving comprehension (Advance level)	Designed for	10 improve the participant's English Language proficiency (listening, speaking, reading and writing) and to develop
For their efficiency in their job offices.		
Contents Module - 1: Language and Basic Grammar	Objective	
a. How to study b. How to develop the skills of English c. Tense d. Modals e. Conditionals f. Comparison g. Preposition h. Sentence Correction Module - 2: Speaking skill a. Speaking about myself b. Speaking or topic c. Speaking role playing d. Speaking prole playing d. Speaking prole playing d. Speaking pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Intermediate) d. Listening Practice h. Reading Practice (Advance) Module - 5: Reading practice h. Reading Practice (Deginner) c. Reading Practice h. Reading Practice h. Reading Practice (Deginner) d. Reading Practice solving comprehension (Beginner) d. Reading Practice solving comprehension (Beginner) d. Reading Practice solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		
b. How to develop the skills of English c. Tense d. Modals e. Conditionals f. Comparison g. Preposition h. Sentence Correction Module - 2: Speaking skill a. Speaking about myself b. Speaking on topic c. Speaking role playing d. Speaking presentation e. Developing Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing g. Report Writing wodule - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module - 5: Reading Practice b. Reading Practice b. Reading Practice b. Reading Practice b. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		
c. Tense d. Modals e. Conditionals f. Comparison g. Preposition h. Sentence Correction Module - 2: Speaking skill a. Speaking about myself b. Speaking on topic c. Speaking role playing d. Speaking presentation e. Developing Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing where the description b. Listening Practice (Beginner) c. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module - 3: Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)	Contents	
d. Modals e. Conditionals f. Comparison g. Preposition h. Sentence Correction Module _ 2: Speaking skill a. Speaking about myself b. Speaking on topic c. Speaking role playing d. Speaking prosentation e. Developing Pronunciation. Right Pronunciation of Alphabets, 44 Phonemes/sounds f. Developing Pronunciation. Consonant sounds, Aspiration g. Developing Pronunciation. Vowel sounds. Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module _ 3: Writing skill a. Basic Writing: Subject. Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing c. Listening Practice (Beginner) c. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Intermediate) d. Listening Practice e. Reading Practice b. Reading Practice b. Reading Practice c. Reading Practice by solving comprehension (Beginner) c. Reading Practice solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		b. How to develop the skills of English
e. Conditionals f. Comparison g. Preposition h. Sentence Correction Module - 2: Speaking skill a. Speaking about myself b. Speaking on topic c. Speaking role playing d. Speaking presentation e. Developing Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing g. Report Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module - 5: Reading Practice h. Reading Practice b. Reading Practice b. Reading Practice c. Reading Practice by solving comprehension (Beginner) c. Reading Practice solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		c. Tense
f. Comparison g. Preposition h. Sentence Correction Module - 2: Speaking skill a. Speaking about myself b. Speaking on topic c. Speaking role playing d. Speaking prole playing d. Speaking Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing Practice f. Official Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Beginner) c. Listening Practice (Advance) Module - 5: Reading practice Module - 5: Reading practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice by solving comprehension (Beginner) d. Reading Practice by solving comprehension (Advance level)		d. Modals
g. Preposition h. Sentence Correction Module - 2: Speaking skill a. Speaking about myself b. Speaking on topic c. Speaking role playing d. Speaking presentation e. Developing Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing Module - 4: Listening Practice f. Official Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Advance) Module - 5: Reading Practice b. Reading Practice b. Reading Practice c. Reading Practice b. Reading Practice c. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Advance level)		
Module — 2: Speaking skill a. Speaking about myself b. Speaking on topic c. Speaking role playing d. Speaking prole playing d. Speaking prosentation e. Developing Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation- Vowel sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module — 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice — on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing e. Report Writing Practice f. Official Writing Module — 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module — 5: Reading skill a. Reading Practice b. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		f. Comparison
Module - 2: Speaking skill a. Speaking about myself b. Speaking on topic c. Speaking presentation e. Developing Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing skill a. Basic Writing Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice Module - 5: Reading Practice b. Reading Practice b. Reading Practice c. Reading Practice b. Reading Practice c. Reading Practice c. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		g. Preposition
a. Speaking about myself b. Speaking on topic c. Speaking role playing d. Speaking presentation e. Developing Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing fractice f. Official Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module - 5: Reading Practice Module - 5: Reading skill a. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		h. Sentence Correction
a. Speaking about myself b. Speaking on topic c. Speaking role playing d. Speaking presentation e. Developing Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing fractice f. Official Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module - 5: Reading Practice Module - 5: Reading skill a. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		Modulo 2 Cooking abil
b. Speaking on topic c. Speaking role playing d. Speaking presentation e. Developing Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Advance) Module - 5: Reading Practice Module - 5: Reading skill a. Reading Practice b. Reading Practice (Advance) Module - 5: Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		
c. Speaking role playing d. Speaking presentation e. Developing Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing Practice f. Official Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module - 5: Reading skill a. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		
d. Speaking presentation e. Developing Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module – 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice – on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing e. Report Writing Module – 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module – 5: Reading skill a. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice by solving comprehension (Advance level)		
e. Developing Pronunciation- Right Pronunciation of Alphabets, 44 Phonemes/ sounds f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module – 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice – on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing Module – 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module – 5: Reading skill a. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice by solving comprehension (Advance level)		
f. Developing Pronunciation- Consonant sounds, Aspiration g. Developing Pronunciation- Vowel sounds- Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module _ 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice _ on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing Fractice f. Official Writing Module _ 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module _ 5: Reading practice b. Reading Practice b. Reading Practice c. Reading Practice d. Reading Practice d. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		
g. Developing Pronunciation-Vowel sounds-Monophthongs, Diphthongs, Checking words from the Dictionary with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing: Subject-Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module - 5: Reading skill a. Reading Practice b. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		
with sounds, stress mark h. News Presentation Module - 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module - 5: Reading skill a. Reading Practice b. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice by solving comprehension (Advance level)		
h. News Presentation Module - 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing e. Report Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module - 5: Reading skill a. Reading Practice b. Reading Practice b. Reading Practice c. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		
Module - 3: Writing skill a. Basic Writing: Subject- Verb Agreement b. Writing Practice - on topic c. Writing Application d. Report Writing e. Report Writing Practice f. Official Writing Module - 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module - 5: Reading skill a. Reading Practice b. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice by solving comprehension (Advance level)		
a. Basic Writing: Subject- Verb Agreement b. Writing Practice – on topic c. Writing Application d. Report Writing e. Report Writing Practice f. Official Writing Module – 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module – 5: Reading skill a. Reading Practice b. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		h. News Presentation
a. Basic Writing: Subject- Verb Agreement b. Writing Practice – on topic c. Writing Application d. Report Writing e. Report Writing Practice f. Official Writing Module – 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module – 5: Reading skill a. Reading Practice b. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		Module - 3: Writing skill
b. Writing Practice – on topic c. Writing Application d. Report Writing e. Report Writing Practice f. Official Writing Module – 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module – 5: Reading skill a. Reading Practice b. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice by solving comprehension (Advance level)		
c. Writing Application d. Report Writing e. Report Writing Practice f. Official Writing Module – 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module – 5: Reading Practice (Advance) Module – 5: Reading Practice b. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		
d. Report Writing e. Report Writing Practice f. Official Writing Module – 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module – 5: Reading skill a. Reading Practice b. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level)		
e. Report Writing Module – 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module – 5: Reading skill a. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level) Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		
f. Official Writing Module – 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module – 5: Reading skill a. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level) Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		
Module – 4: Listening skill a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module – 5: Reading skill a. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level) Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		
a. Movie Show b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module – 5: Reading skill a. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level) Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		
b. Listening Practice (Beginner) c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module – 5: Reading skill a. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level) Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		
c. Listening Practice (Intermediate) d. Listening Practice (Advance) Module – 5: Reading skill a. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level) Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		
d. Listening Practice (Advance) Module – 5: Reading skill a. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level) Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		
Module – 5: Reading skill a. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level) Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		c. Listening Practice (Intermediate)
a. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level) Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		d. Listening Practice (Advance)
a. Reading Practice b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level) Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		Module 5. Reading skill
b. Reading Practice by solving comprehension (Beginner) c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level) Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		
c. Reading Practice by solving comprehension (Beginner) d. Reading Practice solving comprehension (Advance level) Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		a. Neading Fractice by colving comprehension (Reginner)
d. Reading Practice solving comprehension (Advance level) Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		
Methodology: Each lesson will be presented through a participatory approach, i.e. individual & group oral participation, writing		
		u. Reading Fractice solving comprehension (Advance level)
exercises and assignments.	Methodology	
		exercises and assignments.

Evaluation	Assignments, Tests, Class Attendance, Class Participation & Overall Performance
System	
Admission	Nominations should be sent to the Director General, National Academy for Planning and Development, 3/A, Nilkhet,
Process &	Dhaka-1205 or the undersigned along with Cash or Pay Order of Tk. Tk. 32,000.00 (Thirty two thousand only) per
Course Fee	participant as course fee for each participant. Noted that mentioned course fee 32,000/- excluding VAT & Tax.
Nomination	01 March, 2021
Deadline	

We will appreciate if you would kindly nominate one or more officers for the course and confirm us over Telephone No. 02-58614705-6/266 or Fax No. 58615695. Participants can also register online (https://training.napd.ac.bd/course_registration.php?cid=183). For any query or further more information please contact the undersigned or Md. Abul Hossain, Training Officer & Course Coordinator (Cell: 01913-756758 & E-mail: to1@napd.gov.bd)

১৪-২-২০২১ ড. মোঃ নুরুজ্জামান পরিচালক

ফোন: ৫৮৬১১২৫৯

ইমেইল: dir.training@napd.gov.bd

বিতরণ :

১) সিনিয়র সচিব/সচিব (সকল)

২) রেক্টর /মহাপরিচালক/চেয়ারম্যান/নির্বাহী পরিচালক/ব্যবস্থাপনা পরিচালক/প্রধান

প্রকৌশলী/পরিচালক(সকল)/অধিদপ্তর/দপ্তর/সংস্থা

- ৩) বিভাগীয় কমিশনার, ঢাকা/খুলনা/রাজশাহী/সিলেট।/বরিশাল/ময়মনসিংহ/রংপুর/চট্টগ্রাম
- 8) জেলা প্রশাসক,

চট্টগ্রাম/জামালপুর/মানিকগঞ্জ/কুমিল্লা/রংপুর/সিলেট/ঝিনাইদহ/যশোর/চাঁদপুর/রাজবাড়ী/বগুড়া/সিরাজগঞ্জ/সুনামগঞ্জ/দিনাজপুর/মুসিগঞ্জ/নারায়ণগঞ্জ/মুলনা/সাতক্ষীরা/ঢাকা/লালমনিরহাট/রাক্ষণবাড়িয়া/ভোলা/ঝালকাঠি/নাটোর/রাগ

- ৫) নির্বাহী প্রকৌশলী, স্থানীয় সরকার প্রকৌশল অধিদপ্তর (সকল জেলা)
- ৬) জেলা কমান্ড্যান্ট, জেলা আনসার ও ভিডিপি (সকল জেলা)
- ৭) উপপরিচালক, জেলা সমাজসেবা কার্যালয়
- ৮) উপপরিচালক,

যশোর/সিলেট/বগুড়া/জয়পুরহাট/নওগাঁ/নাটোর/চাঁপাইনবাবগঞ্জ/পাবনা/রাজশাহী/সিরাজগঞ্জ/দিনাজপুর/গাইবান্ধা/লালমনিরহাট/নীলফামারী/রংপুর/হবিগঞ্জ/মৌলভীবাজার/সুনামগঞ্জ/বরগুনা/বরিশাল/ঝালকাঠি/পটুয়াখালী/পিরোজপু

অ, ০ নামজন্ম,
যশোর/সিলেট/বগুড়া/জয়পুরহাট/নওগাঁ/নাটোর/চাঁপাইনবাবগঞ্জ/পাবনা/রাজশাহী/সিরাজগঞ্জ/দিনাজপুর/গাইবান্ধা/লালমনিরহাট/নীলফামারী/রংপুর/হবিগঞ্জ/মৌলভীবাজার/সুনামগঞ্জ/বরগুনা/বরিশাল/ঝালকাঠি/পটুয়াখালী/পিরোজপু

১০) উপপরিচালক, যশোর/সিলেট/বগুড়া/জয়পুরহাট/নওগাঁ/নাটোর/চাঁপাইনবাবগঞ্জ/পাবনা/রাজশাহী/সিরাজগঞ্জ/দিনাজপুর/গাইবান্ধা/লালমনিরহাট/নীলফামারী/রংপুর/হবিগঞ্জ/মৌলভীবাজার/সুনামগঞ্জ/বরগুনা/বরিশাল/ঝালকাঠি/পটুয়াখালী/পিরোজপু

১১) উপপরিচালক,
যশোর/সিলেট/বগুড়া/জয়পুরহাট/নওগাঁ/নাটোর/চাঁপাইনবাবগঞ্জ/পাবনা/রাজশাহী/সিরাজগঞ্জ/দিনাজপুর/গাইবান্ধা/লালমনিরহাট/নীলফামারী/রংপুর/হবিগঞ্জ/মৌলভীবাজার/সুনামগঞ্জ/বরগুনা/বরিশাল/ঝালকাঠি/পটুয়াখালী/পিরোজপু

১২) জেলা শিক্ষা কর্মকর্তা (সকল জেলা)

- ১৩) উপজেলা নির্বাহী অফিসার (সকল)
- ১৪) জেলা মৎস্য কর্মকর্তা,

কিনাইদহ/বরিশাল/সুনামগঞ্জ/যশোর/সিলেট/খুলনা/রাজশাহী/কুমিল্লা/সাতক্ষীরা/বান্দরবান/নড়াইল/নঙগাঁ/মুপ্সিগঞ্জ/চাঁপাইনবাবগঞ্জ/পাবনা/মেহেরপুর/গাইবান্ধা/ঝালকাঠি/নাটোর/পিরোজপুর/লালমনিরহাট/বরগুনা/নেত্রকোণা/জামাল

- ১৫) উপ-পরিচালক, বিআরডিবি (সকল জেলা)
- ১৬) জেলা মহিলা বিষয়ক কর্মকর্তা (সকল জেলা)
- ১৭) জেলা নির্বাচন কর্মকর্তা (সকল জেলা)
- ১৮) জেলা কমান্ড্যান্ট, জেলা আনসার ও ভিডিপি (সকল জেলা)
- ১৯) জেলা মৎস্য কর্মকর্তা,

ঝিনাইদহ/বরিশাল/সুনামগঞ্জ/যশোর/সিলেট/খুলনা/রাজশাহী/কুমিল্লা/সাতক্ষীরা/বান্দরবান/নড়াইল/নওগাঁ/মু্সিগঞ্জ/চাঁপাইনবাবগঞ্জ/পাবনা/মেহেরপুর/গাইবান্ধা/ঝালকাঠি/নাটোর/পিরোজপুর/লালমনিরহাট/বরগুনা/নেত্রকোণা/জামাল

বিনাইপ্ৰ/যশোর/সিলেট/মাণুরা/বাগেরহাট/কুটিয়া/খুলনা/মেহেরপুর/নড়াইল/সাতফীরা/বণুড়া/জয়পুরহাট/নাটোর/চাঁপাইনবাবগঞ্জ/পাবনা/সিরাজগঞ্জ/দিনাজপুর/গাইবান্ধা,নীলফামারী/রংপুর/ঠাকুরগাঁও/হবিগঞ্জ/মৌলভীবাজার/সুনাম

বরণুনা/সাতক্ষীরা/বান্দ্রবান/ঢাকা/রংপুর/মৌলভীবাজার/সিরাজগঞ্জ/চুয়াডাজা/গোপালগঞ্জ/বণ্ডা/খুলনা/যশোর/কৃষ্টিয়া/ঢাজাইল/ময়মনসিংহ ৷/জামালপুর/রাজশাই/ফিনাইদ্হ/কিশোরগঞ্জ/গোইনবাবগঞ্জ/পাবনা/নোয়াখালী/চাঁদপুর/

স্মারক নম্বর: ২০.০৭.০০০০.০০৬.০২.০০১.২০.৪/১(৩৫)

তারিখ: ১ ফাল্পুন ১৪২৭

১৪ ফেব্রুয়ারি ২০২১

সদ্য অবগতি ও কার্যার্থে প্রেরণ করা হল:

- ১) সকল কর্মকর্তা, এনএপিডি
- ২) হিসাবরক্ষণ কর্মকর্তা, অর্থ ও হিসাব শাখা, জাতীয় পরিকল্পনা ও উন্নয়ন একাডেমি (এনএপিডি)
- ৩) ব্যক্তিগত সহকারী, অতিরিক্ত মহাপরিচালক-এর দপ্তর, জাতীয় পরিকল্পনা ও উন্নয়ন একাডেমি (এনএপিডি)
- ৪) প্রশিক্ষণ সহকারী, প্রশিক্ষণ সেল, জাতীয় পরিকল্পনা ও উন্নয়ন একাডেমি (এনএপিডি)

১৪-২-২০২১ মোঃ আবুল হোসেন

প্রশিক্ষণ কর্মকর্তা