

IMPORTANT AND TYPES OF SPEAKING SKILLS

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ABSTRACT

This article lists the skills and types of speaking learning. It tells you what methods to use to improve Speaking.

Key words: speaking, skills, communication, control, phrases, formal and informal communication

Speaking is the delivery of language through the mouth. To speak, we create sounds using many parts of our body, including the lungs, vocal tract, vocal chords, tongue, teeth and lips.

Speaking is the second of the four language skills, which are:

Listening

Speaking

Reading

Writing

In our own language, speaking is usually the second language skill that we learn. These 5 skills are absolutely necessary for successful communication in the workplace or private life.

Listening. Listening is one of the most important aspects of communication.

Straight talking

Non-verbal communication

Stress management

Emotion control

Speaking can be formal or informal:

5. Informal speaking is typically used with family and friends, or people you know well.

6. Formal speaking occurs in business or academic situations, or when meeting people for the first time.

Speaking is probably the language skill that most language learners wish to perfect as soon as possible. It used to be the only language skill that was difficult to practise online. This is no longer the case. English learners can practise speaking online

using voice or video chat and services like Skype. They can also record and upload their voice for other people to listen to.

As you can see, there are at least 6 distinct types of communication: non-verbal, verbal-oral-face-to-face, verbal-oral-distance, verbal-written, formal and informal types of communication.

It is a common desire for all of us to speak a second language well. To do this we need to know what skills are required to become a good speaker. This short article will help you to understand four important skills that you need to develop:

FLUENCY. Fluency is about how comfortable and confident you are in speaking English. If you can speak for an extended period of time, that is an indicator of strong fluency. It is also about showing a clear connection between each point that you are trying to make. This skill means that the listener can follow what you are saying and does not get lost.

VOCABULARY. Of course, if you don't have the words to say what you want to say, then you cannot say it. Being a good speaker means constantly growing your vocabulary. The more interesting words you know, the stronger your speaking skills. The best way to grow your vocabulary is to read in English and make a note of any new words that you encounter in a vocabulary notebook.

GRAMMAR. The dreaded G word! Grammar does matter and the fewer mistakes you make, the better your speaking skill will be. However, do not worry about making mistakes either! A good speaker does not have to use perfect grammar. Certainly, though, it is a good idea to make sure that you have mastered the major tenses.

PRONUNCIATION. Pronunciation is a complex area, with a lot of sub skills that can be practiced. The basic rule of thumb is that an average speaker can speak and be understood. A skilled speaker can use the sub skills of pronunciation to emphasise and make the communicative effect of their speech more impactful. The sub skills of pronunciation include: word and sentence stress, intonation, rhythm and the use of the individual sounds of a language. A good way to practice your pronunciation is to copy! Simply listen to how someone with good pronunciation speaks, and try to imitate them as closely as possible.

Build a Strong Foundation

In order to express yourself eloquently in English, you need a wide variety of vocabulary and the correct pronunciation.

1. Expand your vocabulary

Learn New Words Every Day

Gleaning new words day in, day out is a good way to widen your vocabulary. Commit to a suitable target: it can be three daily words or it can be ten daily words.

Even if you only have time to learn one new word per day, it is still worth trying. By learning one word every day, after one year you will have learned 365 new English words.

Write the number down to remind yourself frequently. If you have a learning partner, share it with her so that she can check on your progress.

Some good resources for words are the news, songs and TV shows, depending on your daily habits.

Learn Words in Phrases and Chunks

It is important that you learn words in groups. For example, you refer to beverages as a glass of wine, a pint of beer, a cup of tea, a pot of coffee, etc. It is better to learn those phrases than merely wine, beer, tea and so on.

You can also benefit from learning words that are related. The moon has four phases during a lunar month: crescent, gibbous, waxing and waning. It is more efficient to learn all four words at the same time.

2. Improve your pronunciation

You might know a lot of words, but if you fail to say them correctly, you will not be understood. That seems like a waste of the time spent on remembering words, right?

When using online dictionaries such as [Macmillan](#) and [Merriam-Webster](#), make use of the little speaker symbol to check the pronunciation of any word that you are not sure about. There are English pronunciation tutorials on YouTube or podcasts like [English Pronunciation Pod](#) or [American English Pronunciation](#) to teach you the many aspects of American English pronunciation.

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