

PADMASHREE KRUTARTHA ACHARYA INSTITUTE OF ENGINEERING & TECHNOLOGY, BARGARH



LESSON PLAN Session-2022-2023

Discipline: Elect/CSE/ Mett. Engg.

Semester: 2nd

Subject: Communicative English

Name of the Teaching Faculty: Mrs. Bandita Panda

Subject: Communicative English No. of Days/per week class allotted 04

Semester From Date: 20-03-23 To Date: 24-06-23 No. of Weeks: 15

Week	Class Day	Theory /Practical Topics
1st	1	Reading Comprehension: Skimming
	2	Reading Comprehension: Scanning
	3	Reading Comprehension: Close reading for inference & evaluation.
	4	Reading Comprehension: Note Making: Main idea and supporting point
2nd	1	Reading Comprehension: Summarizing: supplying a suitable title.
	2	Literature Appreciation: Standing Up for Yourself
	3	Literature Appreciation: Standing Up for Yourself
	4	Literature Appreciation: The Magic of Teamwork
3rd	1	Literature Appreciation: The Magic of Teamwork
	2	Literature Appreciation: Inchcape Rock
	3	Literature Appreciation: Inchcape Rock
	4	Literature Appreciation: To My True Friend.

Bandita Pande

Signature of the Faculty

Subject: Communicative English No. of Days/per week class allotted 04

Semester From Date: 20-03-2023 To Date: 24-06-2023 No. of Weeks: 15

Week	Class Day	Theory / Practical Topics
4th	1	Literature Appreciation: To My True Friend.
	2	Vocabulary: Antonyms and synonyms
	3	Vocabulary: Same word in different meaning
	4	Vocabulary: one word substitution.
5th	1	English Grammar: Countable and uncountable nouns.
	2	English Grammar: Articles and determiners
	3	English Grammar: Modal Verbs
	4	English Grammar: Tenses
6th	1	English Grammar: Tenses
	2	English Grammar: Voice Change
	3	English Grammar: Voice Change
	4	English Grammar: Subject-Verb Agreement.

Banilita Taula
Signature of the Faculty

Subject: Communicative English No. of Days/per week class allotted 04

Semester From Date : 20-03-2023 To Date : 24-06-2023 No. of Weeks : 15

Week	Class Day	Theory /Practical Topics
7th	1	English Grammar: Subject - Verb Agreement
	2	Writing Skills: Paragraph Writing - 1
	3	Writing Skills: Paragraph Writing: 2
	4	Writing skills: Notice
8th	1	Writing skills: Agenda
	2	Writing skills: Report writing
	3	Writing skills: Personal Letters
	4	Writing skills: Official Letters
9th	1	Writing skills: Business Letters: 1
	2	Writing skills: Business Letters: 2
	3	Writing skills 2 Business Letters: 3
	4	Writing skills: Job Application & C.V. - 1

Banelilo Pande
Signature of the Faculty

Subject: Communicative English No. of Days/per week class allotted 04

Semester From Date : 20-03-2023 To Date : 24-06-2023 No. of Weeks : 15

Week	Class Day	Theory /Practical Topics
10th	1	Writing Skills: Job Application and C.V. - 2
	2	Communication: Meaning, definition, concept
	3	Communication: Models and process of communication - 1
	4	Communication: Models and process of communication - 2
11th	1	Professional Communication: Meaning and Types
	2	Upward Communication: Meaning, Merits & Demerits
	3	Downward Communication: Meaning, Merits & Demerits
	4	Parallel Communication: Meaning, Merits and demerits
12th	1	Grasspevine Communication: Meaning, Merits & Demerits
	2	Barriers to Communication: Meaning & Types - 1
	3	Barriers to Communication: Meaning and Types 2
	4	Overcoming Barriers to Communication

Banulata Pande
Signature of the Faculty

Subject: Communicative English No. of Days/per week class allotted 04

Semester From Date: 20-03-2023 To Date: 24-06-2023 No. of Weeks: 15

Week	Class Day	Theory /Practical Topics
13th	1	Non-verbal Communication: Meaning and Types
	2	Kinesics: Postures & Gestures
	3	Kinesics: Facial Expressions and Eye contact
	4	Proxemics: Private space & Personal space.
14th	1	Language of signs and symbols: Visual signs and Audio signs
	2	Writing skills: Revision-1
	3	Writing skills: Revision-2
	4	Communication: Revision-1
15th	1	Communication: Revision-2
	2	Business Letters: Revision-1
	3	Business Letters: Revision-2
	4	Grammar: Revision.

Banulita Parule

Signature of the Faculty