

LESSON PLAN for COMMUNICATIVE ENGLISH (TH1A)

Month	Week	Class days	Dates	Theory Topic	Remark
Discipline: Electrical Engineering	1st Semester (COMMON)	Name Of The Faculty: K. Satyanarayan Achary (Lect. In English)			
Subject : Communicative English (Theory)	No of Class Days (of 55 Mins. each) allotted per week (4 Nos)	Session: Winter 2023 (2023-2024) 1st Semester Classes from 16/08/2023 to 11/12/2023			
Month	Week	Class days	Dates	Theory Topic	Remark
August	1st	1st	16.08.23	Introduction to TH 1A (Communicative English): Syllabus, Objectives, Units, Pattern of Examination / Unit Test, IA, End Term, and Scheme of Evaluation	
		2nd	16.08.23	Reading Comprehension (Sub-skills: Scanning, Skimming, Finding the new words & Their Meanings, Writing Captions, Note Making, Summarizing etc)	
		3rd	21.08.23	Working with Reading Comprehension (Unseen Passage: Part I)	
		4th	21.08.23	Working with Reading Comprehension (Unseen Passage: Part II)	
	2nd	1st	23.08.23	Literature Appreciation (Standing Up for Yourself: Unit I) Gist and Q&A	
		2nd	23.08.23	Literature Appreciation (Standing Up for Yourself: Unit II) Gist and Q&A	
		3rd	27.08.23	Literature Appreciation (Standing Up for Yourself: Unit III) Gist and Q&A	
		4th	27.08.23	Literature Appreciation (Standing Up for Yourself: Unit IV) Gist and Q&A	
Sept.	3rd	1st	04.09.23	Writing Skills (Understanding the basic components of Paragraph Writing)	
		2nd	04.09.23	Working with Paragraph Writing : describing places, persons and objects	
		3rd	11.09.23	Application of English Grammar: Tense and Aspects (Present Tense: Part I)	
		4th	11.09.23	Application of English Grammar: Tense and Aspects (Present Tense: Part II)	
	4th	1st	13.09.23	Application of English Grammar: Tense and Aspects (Past Tense Part I)	
		2nd	13.09.23	Application of English Grammar: Tense and Aspects (Past Tense Part II)	
		3rd	18.09.23	Elements of Communication: Meaning, definition, features and objectives	
		4th	18.09.23	Elements of Communication: the Process, Basic Model, Factors & Barriers	
	5th	1st	25.09.23	Writing Skill: Notice and Agenda Writing (Format and Organisation) Part 1	
		2nd	25.09.23	Writing Skill: Working with Notice and Agenda Writing - Part 2	
		3rd	27.09.23	Literature Appreciation: "To My True Friend" (Part I) Gist and Q&A	
		4th	27.09.23	Literature Appreciation: "To My True Friend" (Part II) Gist and Q&A	
Oct.	6th	1st	04.10.23	Working with Vocabulary - Synonyms and Antonyms	
		2nd	04.10.23	Working with Vocabulary - One word substitution	
		3rd	09.10.23	Application of English Grammar: Tense (Future Time Reference Part I)	
		4th	09.10.23	Application of English Grammar: Tense (Future Time Reference Part II)	
	7th	1st	11.10.23	Meaning and Types of Professional Communication (With Diagram)	
		2nd	11.10.23	Meanings, Features, Advantages and Disadvantages of Downward Communic	
		3rd	16.10.23	Meanings, Features, Advantages and Disadvantages of Upward Communicatio	
		4th	16.10.23	Meanings, Features and Advantages of Horizontal and Grapevine Communic	
	8th	1st	18.10.23	Writing Skills: Reporting an Event (Part I)	
		2nd	18.10.23	Writing Skills: Drafting Reports on Events (Part II)	
		3rd	30.10.23	Literature Appreciation: "The Inchcape Rock" (Part I) Gist and Q&A	
		4th	30.10.23	Literature Appreciation: "The Inchcape Rock" (Part II) Gist and Q&A	
Nov.	9th	1st	01.11.23	Vocabulary: Same Words used in different situations	
		2nd	01.11.23	Vocabulary Discussion: Senetence Formation	
		3rd	06.11.23	Writing Skill: Personal Letter Writing - Part 1	
		4th	06.11.23	Writing Skill: Personal Letter Writing - Part 2	
	10th	1st	08.11.23	Application of English Grammar: Voice Change - Part I	
		2nd	08.11.23	Application of English Grammar: Voice Change - Part II	
		3rd	13.11.23	Non-Verbal Communication, Meaning, features and its Areas	
		4th	13.11.23	Types of Non-Verbal Communication: Kinesics or Body Language	
	11th	1st	15.11.23	Types of Non-Verbal Communication: Proxemics or the Language of Space	
		2nd	15.11.23	Types of Non-Verbal Communication: Audio-Visual Communication	
		3rd	20.11.23	Writing Skill: Formal Letter Writing (Application to the Principal/ HOD/Librarian)	
		4th	20.11.23	Writing Skill: Formal Letter Writing - Part II	
	12th	1st	22.11.23	Literature Appreciation: "The Magic of Teamwork" by Sam Pitroda	
		2nd	22.11.23	Literature Appreciation: "The Magic of Teamwork" Part- 2	
		3rd	29.11.23	Literature Appreciation: "The Magic of Teamwork" Part- 3	
		4th	29.11.23	Literature Appreciation: "The Magic of Teamwork" Part- 4 with Q&A Discussion	
Dec.	13th	1st	04.12.23	Writing Skill: Job Application Writing with CV- Part I	
		2nd	01.12.23	Writing Skill: Job Application Writing with CV- Part II	
		3rd	06.12.23	Application of English Grammar: Modal Verbs- Part 1	
		4th	06.12.23	Application of English Grammar: Modal Verbs- Part 2	
		1st	11.12.23	Writing Skill: Business Letter Writing (Purchase Order, Cancellation, Complaint, Thanks Giving, Replacement)	

LESSON PLAN for COMMUNICATIVE ENGLISH (TH1A)

Discipline: Electrical Engineering		1st Semester (COMMON)	Name Of The Faculty: K. Satyanarayan Achary (Lect. In English)		
Subject : Communicative English (Theory)		No of Class Days (of 55 Mins. each) allotted per week (4 Nos)	Session: Winter 2023 (2023-2024) 1st Semester Classes from 16/08/2023 to 11/12/2023		
Extra	15th	3rd		Application of English Grammar: Countables and Uncountables	
		4th		Application of English Grammar: Articles and Determiners	
	15th	1st		Revision: Working with Writing Skills - PYQP	
		2nd		Revision: Working with Grammar- PYQP	
		3rd		Revision: Working With Elements of Communication- PYQP	
		4th		Revision: Working with Job Application and CV - PYQP	
	Commencement of Classes- 16/08/2023 Closing of Attendance - 11/12/2023 Internal Assessment Exam (of 20 Marks) - 3rd Week of October (Tentatively) Unit/ Monthly Tests (Ideally) to be held once a Month				

LESSON PLAN for COMMUNICATIVE ENGLISH (TH1A)

Discipline: Electronics and Tele- Communication Engineering		1st Semester (COMMON)		Name Of The Faculty: K. Satyanarayan Achary (Lect. In English)	
Subject : Communicative English (Theory)		No of Class Days (of 55 Mins. each) allotted per week (4 Nos)		Session: Winter 2023 (2023-2024) 1st Semester Classes from 16/08/2023 to 11/12/2023	
Month	Week	Class days	Dates	Theory Topic	Remark
August	1st	1st	16.08.23	Introduction to TH 1A (Communicative English): Syllabus, Objectives, Units, Pattern of Examination /I Unit Test, IA, End Term) and Scheme of Evaluation	
		2nd	16.08.23	Reading Comprehension (Sub-skills: Scanning, Skimming, Finding the new words & Their Meanings, Writing Captions, Note Making, Summarizing etc)	
		3rd	21.08.23	Working with Reading Comprehension (Unseen Passage: Part I)	
		4th	21.08.23	Working with Reading Comprehension (Unseen Passage: Part II)	
	2nd	1st	23.08.23	Literature Appreciation (Standing Up for Yourself: Unit I) Gist and Q&A	
		2nd	23.08.23	Literature Appreciation (Standing Up for Yourself: Unit II) Gist and Q&A	
		3rd	27.08.23	Literature Appreciation (Standing Up for Yourself: Unit III) Gist and Q&A	
		4th	27.08.23	Literature Appreciation (Standing Up for Yourself: Unit IV) Gist and Q&A	
Sept.	3rd	1st	04.09.23	Writing Skills (Understanding the basic components of Paragraph Writing)	
		2nd	04.09.23	Working with Paragraph Writing : describing places, persons and objects	
		3rd	11.09.23	Application of English Grammar: Tense and Aspects (Present Tense: Part I)	
		4th	11.09.23	Application of English Grammar: Tense and Aspects (Present Tense: Part II)	
	4th	1st	13.09.23	Application of English Grammar: Tense and Aspects (Past Tense Part I)	
		2nd	13.09.23	Application of English Grammar: Tense and Aspects (Past Tense Part II)	
		3rd	18.09.23	Elements of Communication: Meaning, definition, features and objectives	
		4th	18.09.23	Elements of Communication: the Process, Basic Model, Factors & Barriers	
	5th	1st	25.09.23	Writing Skill: Notice and Agenda Writing (Format and Organisation) Part 1	
		2nd	25.09.23	Writing Skill: Working with Notice and Agenda Writing - Part 2	
		3rd	27.09.23	Literature Appreciation: "To My True Friend" (Part I) Gist and Q&A	
		4th	27.09.23	Literature Appreciation: "To My True Friend" (Part II) Gist and Q&A	
Oct.	6th	1st	04.10.23	Working with Vocabulary - Synonyms and Antonyms	
		2nd	04.10.23	Working with Vocabulary - One word substitution	
		3rd	09.10.23	Application of English Grammar: Tense (Future Time Reference Part I)	
		4th	09.10.23	Application of English Grammar: Tense (Future Time Reference Part II)	
	7th	1st	11.10.23	Meaning and Types of Professional Communication (With Diagram)	
		2nd	11.10.23	Meanings, Features, Advantages and Disadvantages of Downward Communic	
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		4th	16.10.23	Meanings, Features and Advantages of Horizontal and Grapevine Communic	
	8th	1st	18.10.23	Writing Skills: Reporting an Event (Part I)	
		2nd	18.10.23	Writing Skills: Drafting Reports on Events (Part II)	
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		4th	30.10.23	Literature Appreciation: "The Inchcape Rock" (Part II) Gist and Q&A	
Nov.	9th	1st	01.11.23	Vocabulary: Same Words used in different situations	
		2nd	01.11.23	Vocabulary Discussion: Senetence Formation	
		3rd	06.11.23	Writing Skill: Personal Letter Writing - Part 1	
		4th	06.11.23	Writing Skill: Personal Letter Writing - Part 2	
	10th	1st	08.11.23	Application of English Grammar: Voice Change - Part I	
		2nd	08.11.23	Application of English Grammar: Voice Change - Part II	
		3rd	13.11.23	Non-Verbal Communication, Meaning, features and its Areas	
		4th	13.11.23	Types of Non-Verbal Communication: Kinesics or Body Language	
	11th	1st	15.11.23	Types of Non-Verbal Communication: Proxemics or the Language of Space	
		2nd	15.11.23	Types of Non-Verbal Communication: Audio-Visual Communication	
		3rd	20.11.23	Writing Skill: Formal Letter Writing (Application to the Principal/ HOD/Librarian)	
		4th	20.11.23	Writing Skill: Formal Letter Writing - Part II	
12th	1st	22.11.23	Literature Appreciation: "The Magic of Teamwork" by Sam Pitroda		
	2nd	22.11.23	Literature Appreciation: "The Magic of Teamwork" Part- 2		
	3rd	29.11.23	Literature Appreciation: "The Magic of Teamwork" Part- 3		
	4th	29.11.23	Literature Appreciation: "The Magic of Teamwork" Part- 4 with Q&A Discussion		
Dec.	13th	1st	04.12.23	Writing Skill: Job Application Writing with CV- Part I	
		2nd	01.12.23	Writing Skill: Job Application Writing with CV- Part II	
		3rd	06.12.23	Application of English Grammar: Modal Verbs- Part 1	
		4th	06.12.23	Application of English Grammar: Modal Verbs- Part 2	

LESSON PLAN for COMMUNICATIVE ENGLISH (TH1A)

Discipline: Electronics and Tele- Communication Engineering		1st Semester (COMMON)		Name Of The Faculty: K. Satyanarayan Achary (Lect. In English)	
Subject : Communicative English (Theory)		No of Class Days (of 55 Mins. each) alloted per week (4 Nos)		Session: Winter 2023 (2023-2024) 1st Semester Classes from 16/08/2023 to 11/12/2023	
	14th	1st	11.12.23	Writing Skill: Business Letter Writing (Purchase Order, Cancellation, Complaint, Thanks Giving, Replacement)	
		2nd	11.12.23		
Extra	14th	3rd		Application of English Grammar: Countables and Uncountables	
		4th		Application of English Grammar: Articles and Determiners	
	15th	1st		Revision: Working with Writing Skills - PYQP	
		2nd		Revision: Working with Grammar- PYQP	
		3rd		Revision: Working With Elements of Communication- PYQP	
		4th		Revision: Working with Job Application and CV - PYQP	
<p>Commencement of Classes- 16/08/2023 Closing of Attendance - 11/12/2023 Internal Assessment Exam (of 20 Marks) - 3rd Week of October (Tentatively) Unit/ Monthly Tests (Ideally) to be held once a Month</p>					

GOVT. POLYTECHNIC, GAJAPATI

LESSON PLAN for COMMUNICATIVE ENGLISH (TH1A)

Discipline: Electrical Engineering (Gr. I and II)		1st Semester (COMMON)	Name Of The Faculty: K. Satyanarayan Achary (Lect. In English)			
Subject : Communicative English (Theory)		No of Class Days (of 55 Mins. each) allotted per week (4 Nos)	Session: Winter 2023 (2023-2024) 1st Semester Classes from 16/08/2023 to 11/12/2023			
Month	Week	Class days	Dates	Theory Topic	Remark	
August	1st	1st	18.08.23	Experiment 1.I : Listening Skill (Meaning, Process,Types and Effective Tips)		
		2nd	19.08.23	Experiment 1.II: Phonetics (Sound and its Classification as per IPA)		
	2nd	1st	25.08.23	Experiment 1.II: Phonetics (Vowel and Consonant Sounds as per IPA)		
		2nd	26.08.23	Experiment 1.III: Reading Comprehension (Objectives, Techniques and Works)		
Sept.	3rd	1st	01.09.23	Experiment 1: (Exercise in Listening Skill and Comprehensive Skill)		
		2nd	02.09.23	Experiment 1: (Exercise in Listening Skill: Viva-voce Test)		
	4th	1st	08.09.23	Experiment 2.I: Speaking Skill (Syllables, Types and Syllabic Division)		
		2nd	09.09.23	Experiment 2.II: Speaking Skill (Accent and Stress - Word and Sentence Stress)		
	5th	1st	15.09.23	Experiment 2.II: Speaking Skill (Intonation, Tones and their Types)		
		2nd	16.09.23	Experiment 2 : (Exercise in Speaking Skill: Self Introduction and Reading Aloud)		
	6th	1st	22.09.23	Experiment 2 : (Exercise in Verbal and Non-verbal Communication Skill: Role Play or Telephonic Conversation)		
		2nd	23.09.23	Experiment 2 : (Exercise in Speaking Skill: Viva-voce Test)		
	7th	1st	30.09.23	Experiment 3: Personality Development (Personality Determinants)		
		2nd	06.10.23	Experiment 3: Personality Development (Grooming and Traits of Personality Dev.)		
	Oct.	8th	1st	07.10.23	Experiment 3: Viva-voce test on Personality Development	
			2nd	13.10.23	Experiment 4: Interpersonal and Intrapersonal Communication Skills (Tips for Effective Professional Communication Skills)	
		9th	1st	20.10.23	Experiment 4: Interpersonal and Intrapersonal Communication Skills (Tips for Effective Professional Communication Skills)	
	2nd		03.11.23	Experiment 4: Interpersonal and Intrapersonal Communication Skill (Facing Mock Interview, FAQ, Tips for Overcoming Fear for an Effective Performance)		
Nov.	10th	1st	04.11.23	Experiment 4 (Viva-Voce Test: Facing Mock Interview)		
		2nd	10.11.23	Experiment 4 (Viva-Voce Test: Facing Mock Interview)		
	11th	1st	11.11.23	Experiment 5: Presenting in GD, Seminars and Conferences (Leadership and Appropriate Body Language for Group Communication)		
		2nd	17.11.23	Experiment 5: Group Discussion (Dynamics, Useful Tips and Parts of GD)		
	12th	1st	18.11.23	Experiment 5: Presenting Seminars (Content Delivery and Presentation)		
		2nd	24.11.23	Experiment 5: (Exercise in Group Discussion)		
	13th	1st	25.11.23	Experiment 5: (Presenting Seminars on Varied Topics)		
	2nd	01.12.23	Remedial Classes/ Final Report Submission/ Final Sessional Evaluation			

GOVT. POLYTECHNIC, GAJAPATI				
LESSON PLAN for COMMUNICATIVE ENGLISH (TH1A)				
Discipline: Electrical Engineering (Gr. I and II)	1st Semester (COMMON)	Name Of The Faculty: K. Satyanarayan Achary (Lect. In English)		
Subject : Communicative English (Theory)	No of Class Days (of 55 Mins. each) alloted per week (4 Nos)	Session: Winter 2023 (2023-2024) 1st Semester Classes from 16/08/2023 to 11/12/2023		
Dec.		01.12.23	Remedial Classes/ Final Record Submission/ Final Sessional Evaluation	
	14th	1st	02.12.23	Remedial Classes/ Preparing for the End Term Semester Examination
		2nd	08.12.23	PYQP Discussion/ Preparing for the End-Term Semester Examination

Commencement of Classes: 16/08/2023

Closing of Attendance: 11/12/2023

Sessional (50 Marks) to be evaluated based on the average Performance of the Student in all the Experiments.

LESSON PLAN for COMMUNICATIVE ENGLISH (TH1A)

Month	Week	Class days	Dates	Theory Topic	Remark	
August	1st	1st	17.08.23	Experiment 1.I : Listening Skill (Meaning, Process,Types and Effective Tips)		
		2nd	22.08.23	Experiment 1.II: Phonetics (Sound and its Classification as per IPA)		
	2nd	1st	24.08.23	Experiment 1.II: Phonetics (Vowel and Consonant Sounds as per IPA)		
		2nd	29.08.23	Experiment 1.III: Reading Comprehension (Objectives, Techniques and Works)		
Sept.	3rd	1st	31.08.23	Experiment 1: (Exercise in Listening Skill and Comprehensive Skill)		
		2nd	05.09.23	Experiment 1: (Exercise in Listening Skill: Viva-voce Test)		
	4th	1st	07.09.23	Experiment 2.I: Speaking Skill (Syllables, Types and Syllabic Division)		
		2nd	12.09.23	Experiment 2.II: Speaking Skill (Accent and Stress - Word and Sentence Stress)		
	5th	1st	14.09.23	Experiment 2.II: Speaking Skill (Intonation, Tones and their Types)		
		2nd	21.09.23	Experiment 2 : (Exercise in Speaking Skill: Self Introduction and Reading Aloud)		
	6th	1st	26.09.23	Experiment 2 : (Exercise in Verbal and Non-verbal Communication Skill: Role Play or Telephonic Conversation)		
		2nd	28.09.23	Experiment 2 : (Exercise in Speaking Skill: Viva-voce Test)		
	7th	1st	03.10.23	Experiment 3: Personality Development (Personality Determinants)		
		2nd	05.10.23	Experiment 3: Personality Development (Grooming and Traits of Personality Dev.)		
	Oct.	8th	1st	10.10.23	Experiment 3: Viva-voce test on Personality Development	
			2nd	12.10.23	Experiment 4: Interpersonal and Intrapersonal Communication Skills (Tips for Effective Professional Communication Skills)	
		9th	1st	17.10.23	Experiment 4: Interpersonal and Intrapersonal Communication Skills (Tips for Effective Professional Communication Skills)	
	2nd		19.10.23	Experiment 4: Interpersonal and Intrapersonal Communication Skill (Facing Mock Interview, FAQ, Tips for Overcoming Fear for an Effective Performance)		
Nov.	10th	1st	31.10.23	Experiment 4 (Viva-Voce Test: Facing Mock Interview)		
		2nd	02.11.23	Experiment 4 (Viva-Voce Test: Facing Mock Interview)		
	11th	1st	07.11.23	Experiment 5: Presenting in GD, Seminars and Conferences (Leadership and Appropriate Body Language for Group Communication)		
		2nd	09.11.23	Experiment 5: Group Discussion (Dynamics, Useful Tips and Parts of GD)		
	12th	1st	14.11.23	Experiment 5: Presenting Seminars (Content Delivery and Presentation)		
		2nd	16.11.23	Experiment 5: (Exercise in Group Discussion)		
	13th	1st	21.11.23	Remedial Classes/ Final Record Submission/ Final Sessional Evaluation		
2nd		23.11.23	Remedial Classes/ Final Record Submission/ Final Sessional Evaluation			
Dec.	14th	1st	28.11.23	Remedial Classes/ Preparing for the End Term Semester Examination		
		2nd	30.11.23	PYQP Discussion/ Preparing for the End-Term Semester Examination		

Commencement of Classes: 16/08/2023

Closing of Attendance: 11/12/2023

Sessional (50 Marks) to be evaluated based on the average Performance of the Student in all the Experiments.