

| GOVT. POLYTECHNIC, GAJAPATI                  |            |   |  |  |  |  |
|--|------------|---|--|--|--|--|
| LESSON PLAN for COMMUNICATIVE ENGLISH (TH1A) |            |   |  |  |  |  |
| Discipline: Civil Engineering                |            | 2nd Semester (COMMON)   | Name Of The Faculty:<br>K. Satyanarayan Achary (Lect. In English)                      |  |  |  |
| Subject : Communicative English (Theory)     |            | No of Class Days (of 55 Mins. each) allotted per week (4 Nos) | Session: Summer 2024 (2023-2024)<br>2nd Semester Classes from 29/01/2024 to 14/05/2024 |  |  |  |
| Month  | Class Week | Class days  | Dates  | Theory Topic   | Remark   |  |
| Feb.   | 1st        | 1st   | 01.02.2024   | Introductio to Th 1A (Communicative English): Syllabus, Course Outcomes, Units, Pattern of Examination (Unit Test, IA, End Term) and Scheme of Evaluation.                             |  |  |
|  |            | 2nd   | 01.02.2024   |  |  |  |
|  |            | 3rd   | 02.02.2024   | Reading Comprehension Skills (Sub-skills: Scanning, Skimming, Finding the new words & Their Meanings, Writing Captions, Note Making, Summarizing etc):<br>Working With Unseen Passages |  |  |
|  |            | 4th   | 02.02.2024   |  |  |  |
|  | 2nd        | 1st   | 08.02.2024   | Literature Appreciation (Standing Up for Yourself: Unit I) Gist and Q&A  |  |  |
|  |            | 2nd   | 08.02.2024   | Literature Appreciation (Standing Up for Yourself: Unit II) Gist and Q&A   |  |  |
|  |            | 3rd   | 09.02.2024   | Writing Skills (Understanding the basic components of Paragraph Writing)   |  |  |
|  |            | 4th   | 09.02.2024   | Working with Paragraph Writing : describing places, persons and objects  |  |  |
|  | 3rd        | 1st   | 15.02.2024   | Application of English Grammar: Tense and Aspects (Present Tense: Part I)  |  |  |
|  |            | 2nd   | 15.02.2024   | Application of English Grammar: Tense and Aspects (Present Tense: Part II)   |  |  |
|  |            | 3rd   | 16.02.2024   | Application of English Grammar: Tense and Aspects (Past Tense Part I)  |  |  |
|  |            | 4th   | 16.02.2024   | Application of English Grammar: Tense and Aspects (Past Tense Part II)   |  |  |
|  | 4th        | 1st   | 22.02.2024   | Elements of Communication: Meaning, definition, features and objectives  |  |  |
|  |            | 2nd   | 22.02.2024   | Elements of Communication: the Process, Basic Model, Factors & Barriers  |  |  |
|  |            | 3rd   | 23.02.2024   | Literature Appreciation: "To My True Friend" (Part I) Gist and Q&A   |  |  |
|  |            | 4th   | 23.02.2024   | Literature Appreciation: "To My True Friend" (Part II) Gist and Q&A  |  |  |
|  | 5th        | 1st   | 29.02.2024   | Working with Vocabulary - Synonyms and Antonyms  |  |  |
|  |            | 2nd   | 29.02.2024   | Working with Vocabulary - One word substitution  |  |  |
|  |            | 3rd   | 01.03.2024   | Writing Skill: Notice and Agenda Writing (Format and Organisation) Part 1  |  |  |
|  |            | 4th   | 01.03.2024   | Writing Skill: Working with Notice and Agenda Writing - Part 2   |  |  |
| Mar.   | 6th        | 1st   | 07.03.2024   | Application of English Grammar: Tense (Future Time Reference Part I)   |  |  |
|  |            | 2nd   | 07.03.2024   | Application of English Grammar: Tense (Future Time Reference Part II)  |  |  |
|  |            | 3rd   | 14.03.2024   | Meaning and Types of Professional Communication (With Diagram)   |  |  |
|  |            | 4th   | 14.03.2024   | Meanings, Features, Advantages and Disadvantages of Downward Communic  |  |  |
|  | 7th        | 1st   | 15.03.2024   | Meanings, Features, Advantages and Disadvantages of Upward Communicatio  |  |  |
|  |            | 2nd   | 15.03.2024   | Meanings, Features and Advantages of Horizontal and Grapevine Commnunic  |  |  |
|  |            | 3rd   | 21.03.2024   | Literature Appreciation: "The Inchcape Rock" (Part I) Gist and Q&A   |  |  |
|  |            | 4th   | 21.03.2024   | Literature Appreciation: "The Inchcape Rock" (Part II) Gist and Q&A  |  |  |
|  | 8th        | 1st   | 22.03.2024   | Working With Unseen Passages: Reading Comprehension Skill  |  |  |
|  |            | 2nd   | 22.03.2024   | Working With Unseen Passages: Reading Comprehension Skill  |  |  |
|  |            | 3rd   | 28.03.2024   | Writing Skills: Reporting an Event (Part I)  |  |  |
|  |            | 4th   | 28.03.2024   | Writing Skills: Drafting Reports on Events (Part II)   |  |  |
|  | Apr.       | 9th   | 1st  | 04.04.2024   | Application of English Grammar: Voice Change - Part I  |  |
|  |            |   | 2nd  | 04.04.2024   | Application of English Grammar: Voice Change - Part II |  |
|  |            |   | 3rd  | 05.04.2024   | Writing Skill: Personal Letter Writing - Part 1        |  |
|  |            |   | 4th  | 05.04.2024   | Writing Skill: Personal Letter Writing - Part 2        |  |
| 10th   |            | 1st   | 12.04.2024   | Non-Verbal Communication, Meaning, features and its Areas  |  |  |
|  |            | 2nd   | 12.04.2024   | Types of Non-Verbal Communication: Kinesics or Body Language   |  |  |
|  |            | 3rd   | 18.04.2024   | Types of Non-Verbal Communication: Proxemics or the Language of Space  |  |  |
|  |            | 4th   | 18.04.2024   | Types of Non-Verbal Communication: Audio-Visual Communication  |  |  |
| 11th   |            | 1st   | 19.04.2024   | Writing Skill: Job Application Writing with CV- Part I   |  |  |
|  |            | 2nd   | 19.04.2024   | Writing Skill: Job Application Writing with CV- Part II  |  |  |
|  |            | 3rd   | 25.04.2024   | Literature Appreciation: "The Magic of Teamwork" by Sam Pitroda  |  |  |

| GOVT. POLYTECHNIC, GAJAPATI   |   |  |            |  |  |
|---|---|--|------------|--|--|
| LESSON PLAN for COMMUNICATIVE ENGLISH (TH1A)  |   |  |            |  |  |
| Discipline: Civil Engineering   | 2nd Semester (COMMON)   | Name Of The Faculty:<br>K. Satyanarayan Achary (Lect. In English)                      |            |  |  |
| Subject : Communicative English (Theory)  | No of Class Days (of 55 Mins. each) allotted per week (4 Nos) | Session: Summer 2024 (2023-2024)<br>2nd Semester Classes from 29/01/2024 to 14/05/2024 |            |  |  |
|   | 12th  | 4th  | 25.04.2024 | Literature Appreciation: "The Magic of Teamwork" Part- 2   |  |
|   |   | 1st  | 26.04.2024 | Writing Skill: Formal Letter Writing (Application to the Principal/ HOD/Librarian)                           |  |
|   |   | 2nd  | 26.04.2024 | Writing Skill: Formal Letter Writing - Part II   |  |
|   |   | 3rd  | 02.05.2024 | Application of English Grammar: Modal Verbs- Part 1  |  |
| May   | 13th  | 4th  | 02.05.2024 | Application of English Grammar: Modal Verbs- Part 2  |  |
|   |   | 1st  | 03.05.2024 | Writing Skill: Business Letter Writing (Purchase Order, Cancellation, Complaint, Thanks Giving, Replacement) |  |
|   |   | 2nd  | 03.05.2024 |  |  |
|   |   | 3rd  | 09.05.2024 | Application of English Grammar: Countables and Uncountables  |  |
|   | 14th  | 4th  | 09.05.2024 | Application of English Grammar: Articles and Determiners   |  |
|   |   | 1st  | 10.05.2024 | Personal Letter Writing Skill (Part i)   |  |
|   |   | 2nd  | 10.05.2024 | Personal Letter Writing Skill (Part ii)  |  |
|   |   | 3rd  |            | Revision: Reading Comprehension Skill - PYQP   |  |
| Extra   | 15th  | 4th  |            | Revision: Literature Appreciation - PYQP   |  |
|   |   | 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- 29/01/2024<br/> Closing of Attendance - 14/05/2024<br/> Internal Assessment Exam (of 20 Marks) - 2nd Week of April (Tentatively)<br/> Unit/ Monthly Tests (Ideally) to be held once a Month</p> |   |  |            |  |  |

| GOVT. POLYTECHNIC, GAJAPATI                  |            |   |            |  |        |
|--|------------|---|------------|--|--------|
| LESSON PLAN for COMMUNICATIVE ENGLISH (TH1A) |            |   |            |  |        |
| Discipline: Mech. Engineering                |            | 2nd Semester (COMMON)   |            | Name Of The Faculty:<br>K. Satyanarayan Achary (Lect. In English)  |        |
| Subject : Communicative English (Theory)     |            | No of Class Days (of 55 Mins. each) allotted per week (4 Nos) |            | Session: Summer 2024 (2023-2024)<br>2nd Semester Classes from 29/01/2024 to 14/05/2024   |        |
| Month  | Class Week | Class days  | Dates      | Theory Topic   | Remark |
| Jan.   | 1st        | 1st   | 29.01.2024 | Introductio to Th 1A (Communicative English): Syllabus, Course Outcomes, Units, Pattern of Examination (Unit Test, IA, End Term) and Scheme of Evaluation.                             |        |
|  |            | 2nd   | 29.01.2024 |  |        |
|  |            | 3rd   | 31.01.2024 | Reading Comprehension Skills (Sub-skills: Scanning, Skimming, Finding the new words & Their Meanings, Writing Captions, Note Making, Summarizing etc):<br>Working With Unseen Passages |        |
|  |            | 4th   | 31.01.2024 |  |        |
| Feb.   | 2nd        | 1st   | 05.02.2024 | Literature Appreciation (Standing Up for Yourself: Unit I) Gist and Q&A  |        |
|  |            | 2nd   | 05.02.2024 | Literature Appreciation (Standing Up for Yourself: Unit II) Gist and Q&A   |        |
|  |            | 3rd   | 07.02.2024 | Writing Skills (Understanding the basic components of Paragraph Writing)   |        |
|  |            | 4th   | 07.02.2024 | Working with Paragraph Writing : describing places, persons and objects  |        |
|  | 3rd        | 1st   | 12.02.2024 | Application of English Grammar: Tense and Aspects (Present Tense: Part I)  |        |
|  |            | 2nd   | 12.02.2024 | Application of English Grammar: Tense and Aspects (Present Tense: Part II)   |        |
|  |            | 3rd   | 19.02.2024 | Application of English Grammar: Tense and Aspects (Past Tense Part I)  |        |
|  |            | 4th   | 19.02.2024 | Application of English Grammar: Tense and Aspects (Past Tense Part II)   |        |
|  | 4th        | 1st   | 21.02.2024 | Elements of Communication: Meaning, definition, features and objectives  |        |
|  |            | 2nd   | 21.02.2024 | Elements of Communication: the Process, Basic Model, Factors & Barriers  |        |
|  |            | 3rd   | 26.02.2024 | Literature Appreciation: "To My True Friend" (Part I) Gist and Q&A   |        |
|  |            | 4th   | 26.02.2024 | Literature Appreciation: "To My True Friend" (Part II) Gist and Q&A  |        |
|  | 5th        | 1st   | 28.02.2024 | Working with Vocabulary - Synonyms and Antonyms  |        |
|  |            | 2nd   | 28.02.2024 | Working with Vocabulary - One word substitution  |        |
|  |            | 3rd   | 04.03.2024 | Writing Skill: Notice and Agenda Writing (Format and Organisation) Part 1  |        |
|  |            | 4th   | 04.03.2024 | Writing Skill: Working with Notice and Agenda Writing - Part 2   |        |
| Mar.   | 6th        | 1st   | 06.03.2024 | Application of English Grammar: Tense (Future Time Reference Part I)   |        |
|  |            | 2nd   | 06.03.2024 | Application of English Grammar: Tense (Future Time Reference Part II)  |        |
|  |            | 3rd   | 11.03.2024 | Meaning and Types of Professional Communication (With Diagram)   |        |
|  |            | 4th   | 11.03.2024 | Meanings, Features, Advantages and Disadvantages of Downward Communic  |        |
|  | 7th        | 1st   | 13.03.2024 | Meanings, Features, Advantages and Disadvantages of Upward Communicatio  |        |
|  |            | 2nd   | 13.03.2024 | Meanings, Features and Advantages of Horizontal and Grapevine Communic   |        |
|  |            | 3rd   | 18.03.2024 | Literature Appreciation: "The Inchcape Rock" (Part I) Gist and Q&A   |        |
|  |            | 4th   | 18.03.2024 | Literature Appreciation: "The Inchcape Rock" (Part II) Gist and Q&A  |        |
|  | 8th        | 1st   | 20.03.2024 | Working With Unseen Passages: Reading Comprehension Skill  |        |
|  |            | 2nd   | 20.03.2024 | Working With Unseen Passages: Reading Comprehension Skill  |        |
|  |            | 3rd   | 27.03.2024 | Writing Skills: Reporting an Event (Part I)  |        |
|  |            | 4th   | 27.03.2024 | Writing Skills: Drafting Reports on Events (Part II)   |        |
| Apr.   | 9th        | 1st   | 03.04.2024 | Application of English Grammar: Voice Change - Part I  |        |
|  |            | 2nd   | 03.04.2024 | Application of English Grammar: Voice Change - Part II   |        |
|  |            | 3rd   | 08.04.2024 | Writing Skill: Personal Letter Writing - Part 1  |        |
|  |            | 4th   | 08.04.2024 | Writing Skill: Personal Letter Writing - Part 2  |        |
|  | 10th       | 1st   | 10.04.2024 | Non-Verbal Communication, Meaning, features and its Areas  |        |
|  |            | 2nd   | 10.04.2024 | Types of Non-Verbal Communication: Kinesics or Body Language   |        |
|  |            | 3rd   | 15.04.2024 | Types of Non-Verbal Communication: Proxemics or the Language of Space  |        |
|  |            | 4th   | 15.04.2024 | Types of Non-Verbal Communication: Audio-Visual Communication  |        |
|  | 11th       | 1st   | 22.04.2024 | Writing Skill: Job Application Writing with CV- Part I   |        |
|  |            | 2nd   | 22.04.2024 | Writing Skill: Job Application Writing with CV- Part II  |        |

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| LESSON PLAN for COMMUNICATIVE ENGLISH (TH1A)   |   |  |   |  |
| Discipline: Mech. Engineering  | 2nd Semester (COMMON)   | Name Of The Faculty:<br>K. Satyanarayan Achary (Lect. In English)                      |   |  |
| Subject : Communicative English (Theory)   | No of Class Days (of 55 Mins. each) allotted per week (4 Nos) | Session: Summer 2024 (2023-2024)<br>2nd Semester Classes from 29/01/2024 to 14/05/2024 |   |  |
|  | 11th  | 3rd  | 24.04.2024  | Literature Appreciation: "The Magic of Teamwork" by Sam Pitroda  |
|  |   | 4th  | 24.04.2024  | Literature Appreciation: "The Magic of Teamwork" Part- 2   |
| May  | 12th  | 1st  | 29.04.2024  | Writing Skill: Formal Letter Writing (Application to the Principal/ HOD/Librarian)                           |
|  |   | 2nd  | 29.04.2024  | Writing Skill: Formal Letter Writing - Part II   |
|  | 3rd   | 01.05.2024   | Application of English Grammar: Modal Verbs- Part 1 |  |
|  | 4th   | 01.05.2024   | Application of English Grammar: Modal Verbs- Part 2 |  |
| May  | 13th  | 1st  | 06.05.2024  | Writing Skill: Business Letter Writing (Purchase Order, Cancellation, Complaint, Thanks Giving, Replacement) |
|  |   | 2nd  | 06.05.2024  |  |
|  |   | 3rd  | 08.05.2024  | Application of English Grammar: Countables and Uncountables  |
|  |   | 4th  | 08.05.2024  | Application of English Grammar: Articles and Determiners   |
| Extra  | 14th  | 1st  | 13.05.2024  | Personal Letter Writing Skill (Part i)   |
|  |   | 2nd  | 13.05.2024  | Personal Letter Writing Skill (Part ii)  |
|  | 3rd   |  | Revision: Reading Comprehension Skill - PYQP        |  |
|  | 4th   |  | Revision: Literature Appreciation - PYQP            |  |
| Extra  | 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   |
| <b>Commencement of Classes- 29/01/2024</b><br><b>Closing of Attendance - 14/05/2024</b><br><b>Internal Assessment Exam (of 20 Marks) - 2nd Week of April (Tentatively)</b><br><b>Unit/ Monthly Tests (Ideally) to be held once a Month</b> |   |  |   |  |

**GOVT. POLYTECHNIC, GAJAPATI**

**LESSON PLAN for COMMUNICATIVE ENGLISH (Pr. 1A)**

| Discipline: Civil Engineering (Gr. I) |            | 2nd Semester (COMMON)   |            | Name Of The Faculty:<br>K. Satyanarayan Achary (Lect. In English)   |  |  |
|---------------------------------------|------------|---|------------|---|--|--|
| Subject : Language Lab (Practical)    |            | No of Class Days (of 55 Mins. each) allotted per week (4 Nos) |            | Session: Summer 2024 (2023-2024)<br>2nd Semester Classes from 29/01/2024 to 14/05/2024<br>(Tuesday 2nd Half and Thursday)                             |  |  |
| Month                                 | Class Week | Class days  | Dates      | Lab Topics  | Remark                                   |  |
| Jan.                                  | 1st        | 1st   | 30.01.2024 | Experiment 1.I : Listening Skill (Meaning, Process,Types and Effective Tips)  |  |  |
|                                       |            | 2nd   | 01.02.2024 | Experiment 1.II: Phonetics (Sound and its Classification as per IPA)  |  |  |
| Feb.                                  | 2nd        | 1st   | 06.02.2024 | Experiment 1.II: Phonetics (Vowel and Consonant Sounds as per IPA)  |  |  |
|                                       |            | 2nd   | 08.02.2024 | Experiment 1.III: Reading Comprehension (Objectives, Techniques and Works)  |  |  |
|                                       | 3rd        | 1st   | 13.02.2024 | Experiment 1: (Exercise in Listening Skill and Comprehension Skill) Evaluation  |  |  |
|                                       |            | 2nd   | 15.02.2024 | Experiment 1: (Exercise in Listening Skill - Viva Voce Test)  |  |  |
|                                       | 4th        | 1st   | 20.02.2024 | Experiment 2.I: Speaking Skill (Syllables, Types and Syllabic Division)   |  |  |
|                                       |            | 2nd   | 22.02.2024 | Experiment 2.II: Speaking Skill (Accent and Stress - Word and Sentence Stress)  |  |  |
|                                       | 5th        | 1st   | 27.02.2024 | Experiment 2.II: Speaking Skill (Intonation, Tones and their Types)   |  |  |
|                                       |            | 2nd   | 29.02.2024 | Experiment 2 : (Exercise in Speaking Skill: Self Introduction and Reading Aloud) Evaluation   |  |  |
| Mar.                                  | 6th        | 1st   | 07.03.2024 | Experiment 2 : (Exercise in Speaking Skill: Role Play or Telephonic Conversation)   |  |  |
|                                       |            | 2nd   | 12.03.2024 | Experiment 2 : (Exercise in Speaking Skill: Viva-voce Test)   |  |  |
|                                       | 7th        | 1st   | 14.03.2024 | Experiment 3: Personality Development (Personality Determinants, Grooming, Traits and Types)  |  |  |
|                                       |            | 2nd   | 19.03.2024 | Experiment 3: Personality Development (Grooming and Traits of Personality Dev.)   |  |  |
|                                       | 8th        | 1st   | 21.03.2024 | Experiment 4: Interpersonal and Intrapersonal Communication Skills (Tips for Effective Professional Communication Skills)                             |  |  |
|                                       |            | 2nd   | 28.03.2024 | Experiment 4: Interpersonal and Intrapersonal Communication Skill (Facing Mock Interview, FAQ, Tips for Overcoming Fear for an Effective Performance) |  |  |
| Apr.                                  | 9th        | 1st   | 02.04.2024 | Experiment 4 (Viva-Voce Test: Facing Mock Interview with CV) Evaluation   |  |  |
|                                       |            | 2nd   | 04.04.2024 | Experiment 5: Presenting in Seminars and Conferences - Content Delivery (Leadership and Appropriate Body Language for Group Communication)            |  |  |
|                                       | 10th       | 1st   | 09.04.2024 | Experiment 5: Presenting in Seminars and Conferences - Content Delivery (Leadership and Appropriate Body Language for Group Communication)            |  |  |
|                                       |            | 2nd   | 16.04.2024 | Experiment 5: (Exercise in Seminar Presentation) Evaluation   |  |  |
|                                       | 11th       | 1st   | 18.04.2024 | Experiment 5: Participating in Group Discussion (Dynamics, Useful Tips and Parts of GD)   |  |  |
|                                       |            | 2nd   | 23.04.2024 | Experiment 5: (Exercise in Group Discussion) Evaluation   |  |  |
|                                       | 12th       | 1st   | 25.04.2024 | Remedial Classes/ Final Record Submission/ Final Sessional Evaluation   |  |  |
|                                       |            | 2nd   | 30.04.2024 | Remedial Classes/ Course Revision   |  |  |
|                                       |            |   | 1st        | 02.05.2024  | Remedial Classes/ Doubt Clearing Session |  |

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| LESSON PLAN for COMMUNICATIVE ENGLISH (Pr. 1A) |   |   |   |  |
| Discipline: Civil Engineering (Gr. I)          | 2nd Semester (COMMON)   | Name Of The Faculty:<br>K. Satyanarayan Achary (Lect. In English)   |   |  |
| Subject : Language Lab (Practical)             | No of Class Days (of 55 Mins. each) allotted per week (4 Nos) | Session: Summer 2024 (2023-2024)<br>2nd Semester Classes from 29/01/2024 to 14/05/2024<br>(Tuesday 2nd Half and Thursday) |   |  |
| May.   | 13th  | 02.05.2024  | Remedial Classes/ Doubt Clearing Session                          |  |
|  | 2nd   | 07.05.2024  | Remedial Classes/ Preparing for the End Term Semester Examination |  |
|  | 1st   | 09.05.2024  | PYQP Discussion/ Preparing for the End Term Semester Examination  |  |
|  | 2nd   |   | PYQP Discussion/ Preparing for the End-Term Semester Examination  |  |

Commencement of Classes: 29/01/2024

Closing of Attendance: 14/05/2024

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

**GOVT. POLYTECHNIC, GAJAPATI**

**LESSON PLAN for COMMUNICATIVE ENGLISH (Pr. 1A)**

| Discipline: Civil Engineering (Gr. II) |            | 2nd Semester (COMMON)   | Name Of The Faculty:<br>K. Satyanarayan Achary (Lect. In English)   |  |        |
|--|------------|---|---|--|--------|
| Subject : Language Lab (Practical)     |            | No of Class Days (of 55 Mins. each) allotted per week (4 Nos) | Session: Summer 2024 (2023-2024)<br>2nd Semester Classes from 29/01/2024 to 14/05/2024<br>(Tuesday 1st Half and Wednesday)                            |  |        |
| Month                                  | Class Week | Class days  | Dates   | Lab Topics   | Remark |
| Jan.                                   | 1st        | 1st   | 30.01.2024  | Experiment 1.1 : Listening Skill (Meaning, Process,Types and Effective Tips)   |        |
|  |            | 2nd   | 31.01.2024  | Experiment 1.II: Phonetics (Sound and its Classification as per IPA)   |        |
| Feb.                                   | 2nd        | 1st   | 06.02.2024  | Experiment 1.II: Phonetics (Vowel and Consonant Sounds as per IPA)   |        |
|  |            | 2nd   | 07.02.2024  | Experiment 1.III: Reading Comprehension (Objectives, Techniques and Works)   |        |
|  | 3rd        | 1st   | 13.02.2024  | Experiment 1: (Exercise in Listening Skill and Comprehension Skill) Evaluation   |        |
|  |            | 2nd   | 20.02.2024  | Experiment 1: (Exercise in Listening Skill - Viva Voce Test)   |        |
|  | 4th        | 1st   | 21.02.2024  | Experiment 2.I: Speaking Skill (Syllables, Types and Syllabic Division)  |        |
|  |            | 2nd   | 27.02.2024  | Experiment 2.II: Speaking Skill (Accent and Stress - Word and Sentence Stress)   |        |
|  | 5th        | 1st   | 28.02.2024  | Experiment 2.II: Speaking Skill (Intonation, Tones and their Types)  |        |
|  |            | 2nd   | 06.03.2024  | Experiment 2 : (Exercise in Speaking Skill: Self Introduction and Reading Aloud) Evaluation  |        |
| Mar.                                   | 6th        | 1st   | 12.03.2024  | Experiment 2 : (Exercise in Speaking Skill: Role Play or Telephonic Conversation)  |        |
|  |            | 2nd   | 13.03.2024  | Experiment 2 : (Exercise in Speaking Skill: Viva-voce Test)  |        |
|  | 7th        | 1st   | 19.03.2024  | Experiment 3: Personality Development (Personality Determinants, Grooming, Traits and Types)   |        |
|  |            | 2nd   | 20.03.2024  | Experiment 3: Personality Development (Grooming and Traits of Personality Dev.)  |        |
| 8th                                    | 1st        | 27.03.2024  | Experiment 4: Interpersonal and Intrapersonal Communication Skills (Tips for Effective Professional Communication Skills)                             |  |        |
|  | 2nd        | 02.04.2024  | Experiment 4: Interpersonal and Intrapersonal Communication Skill (Facing Mock Interview, FAQ, Tips for Overcoming Fear for an Effective Performance) |  |        |
| Apr.                                   | 9th        | 1st   | 03.04.2024  | Experiment 4 (Viva-Voce Test: Facing Mock Interview with CV) Evaluation  |        |
|  |            | 2nd   | 09.04.2024  | Experiment 5: Presenting in Seminars and Conferences - Content Delivery (Leadership and Appropriate Body Language for Group Communication) |        |
|  | 10th       | 1st   | 10.04.2024  | Experiment 5: Presenting in Seminars and Conferences - Content Delivery (Leadership and Appropriate Body Language for Group Communication) |        |
|  |            | 2nd   | 16.04.2024  | Experiment 5: (Exercise in Seminar Presentation) Evaluation  |        |
|  | 11th       | 1st   | 23.04.2024  | Experiment 5: Participating in Group Discussion (Dynamics, Useful Tips and Parts of GD)  |        |
|  |            | 2nd   | 24.04.2024  | Experiment 5: (Exercise in Group Discussion) Evaluation  |        |
| 12th                                   | 1st        | 30.04.2024  | Remedial Classes/ Final Record Submission/ Final Sessional Evaluation   |  |        |
|  | 2nd        | 01.05.2024  | Remedial Classes/ Course Revision   |  |        |

| GOVT. POLYTECHNIC, GAJAPATI                    |   |  |            |   |  |
|--|---|--|------------|---|--|
| LESSON PLAN for COMMUNICATIVE ENGLISH (Pr. 1A) |   |  |            |   |  |
| Discipline: Civil Engineering (Gr. II)         | 2nd Semester (COMMON)   | Name Of The Faculty:<br>K. Satyanarayan Achary (Lect. In English)  |            |   |  |
| Subject : Language Lab (Practical)             | No of Class Days (of 55 Mins. each) allotted per week (4 Nos) | Session: Summer 2024 (2023-2024)<br>2nd Semester Classes from 29/01/2024 to 14/05/2024<br>(Tuesday 1st Half and Wednesday) |            |   |  |
| May.   | 13th  | 1st  | 07.05.2024 | Remedial Classes/ Doubt Clearing Session                          |  |
|  |   | 2nd  | 08.05.2024 | Remedial Classes/ Preparing for the End Term Semester Examination |  |
|  | 14th  | 1st  | 14.05.2024 | PYQP Discussion/ Preparing for the End Term Semester Examination  |  |
|  |   | 2nd  |            | PYQP Discussion/ Preparing for the End-Term Semester Examination  |  |

**Commencement of Classes: 29/01/2024**

**Closing of Attendance: 14/05/2024**

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



| GOVT. POLYTECHNIC, GAJAPATI                             |               |   |   |  |   |  |
|---|---------------|---|---|--|---|--|
| LESSON PLAN for COMMUNICATIVE ENGLISH (Pr. 1A)          |               |   |   |  |   |  |
| Discipline:<br>Mechanical Engineering<br>(Gr. I and II) |               | 2nd Semester<br>(COMMON)  |   | Name Of The Faculty:<br>K. Satyanarayan Achary (Lect. In English)  |   |  |
| Subject :<br>Language Lab<br>(Practical)                |               | No of Class Days<br>(of 55 Mins.<br>each) allotted per<br>week<br>(4 Nos) |   | Session: Summer 2024 (2023-2024)<br>2nd Semester Classes from 29/01/2024 to 14/05/2024<br>(Monday and Friday)                              |   |  |
| Month   | Class<br>Week | Class days  | Dates   | Lab Topics   | Remark  |  |
| Jan.  | 1st           | 1st   | 29.01.2024  | Experiment 1.I : Listening Skill (Meaning, Process,Types and Effective Tips)   |   |  |
|   |               | 2nd   | 02.02.2024  | Experiment 1.II: Phonetics (Sound and its Classification as per IPA)   |   |  |
| Feb.  | 2nd           | 1st   | 05.02.2024  | Experiment 1.II: Phonetics (Vowel and Consonant Sounds as per IPA)   |   |  |
|   |               | 2nd   | 09.02.2024  | Experiment 1.III: Reading Comprehension (Objectives, Techniques and Works)   |   |  |
|   | 3rd           | 1st   | 12.02.2024  | Experiment 1: (Exercise in Listening Skill and Comprehension Skill) Evaluation   |   |  |
|   |               | 2nd   | 16.02.2024  | Experiment 1: (Exercise in Listening Skill - Viva Voce Test)   |   |  |
|   | 4th           | 1st   | 19.02.2024  | Experiment 2.I: Speaking Skill (Syllables, Types and Syllabic Division)  |   |  |
|   |               | 2nd   | 23.02.2024  | Experiment 2.II: Speaking Skill (Accent and Stress - Word and Sentence Stress)   |   |  |
|   | Mar.          | 5th   | 1st   | 26.02.2024   | Experiment 2.II: Speaking Skill (Intonation, Tones and their Types)                         |  |
|   |               |   | 2nd   | 01.03.2024   | Experiment 2 : (Exercise in Speaking Skill: Self Introduction and Reading Aloud) Evaluation |  |
| 6th   |               | 1st   | 04.03.2024  | Experiment 2 : (Exercise in Speaking Skill: Role Play or Telephonic Conversation)  |   |  |
|   |               | 2nd   | 11.03.2024  | Experiment 2 : (Exercise in Speaking Skill: Viva-voce Test)  |   |  |
| 7th   |               | 1st   | 15.03.2024  | Experiment 3: Personality Development (Personality Determinants, Grooming, Traits and Types)   |   |  |
|   |               | 2nd   | 18.03.2024  | Experiment 3: Personality Development (Grooming and Traits of Personality Dev.)  |   |  |
| 8th   | 1st           | 22.03.2024  | Experiment 4: Interpersonal and Intrapersonal Communication Skills (Tips for Effective Professional Communication Skills)                             |  |   |  |
|   | 2nd           | 05.04.2024  | Experiment 4: Interpersonal and Intrapersonal Communication Skill (Facing Mock Interview, FAQ, Tips for Overcoming Fear for an Effective Performance) |  |   |  |
| Apr.  | 9th           | 1st   | 08.03.2024  | Experiment 4 (Viva-Voce Test: Facing Mock Interview with CV) Evaluation  |   |  |
|   |               | 2nd   | 12.03.2024  | Experiment 5: Presenting in Seminars and Conferences - Content Delivery (Leadership and Appropriate Body Language for Group Communication) |   |  |
|   | 10th          | 1st   | 15.04.2024  | Experiment 5: Presenting in Seminars and Conferences - Content Delivery (Leadership and Appropriate Body Language for Group Communication) |   |  |
|   |               | 2nd   | 19.04.2024  | Experiment 5: (Exerise in Seminar Presentation) Evaluation   |   |  |
|   | 11th          | 1st   | 22.04.2024  | Experiment 5: Participating in Group Discussion (Dyanamics, Useful Tips and Parts of GD)   |   |  |
|   |               | 2nd   | 26.04.2024  | Experiment 5: (Exercise in Group Discussion) Evalaution  |   |  |
|   | 12th          | 1st   | 29.04.2024  | Remedial Classes/ Final Record Submission/ Final Sessional Evaluation  |   |  |
|   |               | 2nd   | 03.05.2024  | Remedial Classes/ Course Revision  |   |  |

|             |             |            |                   |   |  |
|-------------|-------------|------------|-------------------|---|--|
| <b>May.</b> | <b>13th</b> | <b>1st</b> | <b>06.05.2024</b> | Remedial Classes/ Doubt Clearing Session                          |  |
|             |             | <b>2nd</b> | <b>10.05.2024</b> | Remedial Classes/ Preparing for the End Term Semester Examination |  |
|             | <b>14th</b> | <b>1st</b> | <b>13.05.2024</b> | PYQP Discussion/ Preparing for the End Term Semester Examination  |  |
|             |             | <b>2nd</b> |                   | PYQP Discussion/ Preparing for the End-Term Semester Examination  |  |

**Commencement of Classes: 29/01/2024**

**Closing of Attendance: 14/05/2024**

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