Anamika Kar

| **LESSON PLAN: (Communicative English)** | | | |
| --- | --- | --- | --- |
| **Discipline** | **Civil, CSE, MET Engineering** | | |
| **Faculty :** | **Anamika Kar** | | |
| **Semester :** | **1st Semester** | | |
| **Duration :** | **14 WEEKS (15th September 2022 to 22nd December 2022)** | | |
| **Work Load :** | **Lecture :** | **4 Lectures per week (50 minutes per Class)** | |
| Week | **Week**  **Day** | | **Theory** |
| 1st | 1st | | Reading comprehension |
| 2nd | | Comprehensive passage |
| 3rd | | Note making, summarizing |
| 4th | | Standing up for your self |
| 2nd | 5th | | Questions discussion |
|  | |  |
| 6th | | In London in minus fours |
| 7th | | Questions discussion |
| 8th | | The magic of team work |
| 3rd | 9th | | Questions discussion |
| 10th | | Stopping by woods on a snowy evening |
| 11th | | Questions discussion |
| 12th | | Inchoate Rock |
| 4th | 13th | | Questions discussion |
| 14th | | To my TRUE friend |
| 15th | | Questions discussion |
| 16th | | Author discussion |
| 5th | 17th | | Synonyms |
| 18th | | Antonyms |
| 19th | | Same words and Different uses |
| 20th | | Same word Different meaning |
| 6th | 21st | | Single word substitute |
| 22nd | | Part of speech |
| 23rd | | Countable and uncountable Noun |
| 24th | | Articles |
| 7th | 25th | | Determiner |
| 26th | | Modal verbs |
| 27th | | Tenses |
| 28th | | Voice change |
| 8th | 29th | | Sub-verb Agreement |
| 30th | | Paragraph writing |
| 31st | | Features of paragraph |
| 32nd | | Developing ideas into paragraph |
| 9th | 33rd | | Notice |
| 34th | | Agenda |
| 35th | | Report writing |
| 36th | | Types of writing |
| 10th | 37th | | Letters |
| 38th | | Types of letters |
| 39th | | Letters to principal |
| 40th | | Business letters |
| 11th | 41st | | Format of business letters |
| 42nd | | Letter of enquiry, letter of orders |
| 43rd | | Job application |
| 44th | | Format of CV |
| 12th | 45th | | Introduction to communication |
| 46th | | Types of communication |
| 47th | | Process of communication |
| 48th | | Professional communication |
| 13th | 49th | | Formal and informal communication |
| 50th | | Barriers of communication |
| 51st | | Types of Communication Barriers |
| 52nd | | Overcoming Barriers to Communication |
| 14th | 53rd | | Non-verbal Communication |
| 54th | | Different areas of Non-verbal communication |
| 55th | | Body language |
| 56th | | Spatial language, sign and symbols |