# IIPM SCHOOL OF ENGINEERING & TECHNOLOGY

**LESSON PLAN: 2020-21**

# ub: Communicative English

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**Branch** **:**

**Duration** **:**

**Faculty name** **:**

**Objective** **:**

**Mechanical & Mining 61 hours**

**Jharana Pujahari**

* To comprehend the given passage

**Semester** **: 2nd**

* + To answer correctly the questions on seen and unseen passages

* + To increase the vocabulary
	+ To apply rules of grammar for flawless writing
	+ To understand and use the basic concepts of communication in an organized set up and social context
	+ To give positive feedback in various situation, to use appropriate body language and to avoid barrier for effective communication
	+ To improve writing skill

**Learning Outcome:** It enables the students in acquiring of knowledge of communicative English.

It makes the students improve their communication skill and develop personality.

It enables students to know about the organizational set up and make them ready for job.

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| **Sl.No** | **Chapter** | **Proposed Week for Teaching** | **Lecture No.** | **Sub. Topic** | **Important Teaching Points** | **Content Source** |
| 1 | I | 1st | 12 | LITERATURE APPRECIATION1. Reading comprehensionLITERATURE APPRECIATION1. Reading comprehension | Skimming the gist* Scanning for necessary information
* Close reading for inference and evaluation
 | Online sourceOnline source |
| 2 |
| 3 | 3 | LITERATURE APPRECIATION1. Reading comprehension | * Note- making
 | Online source |
| 4 | 4 | LITERATURE APPRECIATION1. Reading comprehension | * Summarizing
* Supplying a suitable title
 | Online source |

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| 5 | **I** | 2nd | 1 | 2. Text | Standing Up For Yourself By Yevgeny Yevtushenko | Invitation to English- 1, Pp- 1-9 |
| 6 | 2 | 2. Text | Standing Up For Yourself By Yevgeny Yevtushenko | Invitation to English- 1, Pp- 1-9 |
| 7 | 3 | 2. Text | Standing Up for Yourself by Yevgeny Yevtushenko | Invitation to English- 1, Pp- 1-9 |
| 8 | 4 | Revision of text and question answer discussion | Revision of text and question answer discussion | Invitation to English- 1, Pp- 1-9 |



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| **Sl.No** | **Chapter** | **Proposed Week for Teaching** | **Lecture No.** | **Sub. Topic** | **Important Teaching Points** | **Content Source** |
| 9 | **I** | 3rd | 1 | 2. Text | In London in Minus Fours by Louis Fischer | Invitation to English-1, Pp- 30-40 |
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| 10 |  |  | 2 | 2. Text | In London in MinusFours by Louis Fischer | Invitation toEnglish-1, Pp- 30-40 |
| 11 | **II** |  | 3 | 2. Text | In London in Minus Fours by Louis Fischer | Invitation to English-1, Pp- 30-40 |
| 12 |  |  | 4 | Revision of text and question answer discussion | Revision of text and question answer discussion | Invitation to English-1, Pp- 30-40 |
| 13 | **II** | 4th | 1 | 2. Text | The Magic Of | Invitation to English-1, Pp- 76-87Invitation to English-1, Pp- 76-87Invitation to English-1, Pp- 76-87 |
|  |  |  |  |  | Teamwork By Sam |
|  |  |  |  |  | Pitroda |
|  |  |  |  |  |  |
| 14 |  |  | 2 | 2. Text | The Magic Of |
|  |  |  |  |  | Teamwork By Sam |
|  |  |  |  |  | Pitroda |
|  |  |  |  |  |  |
| 15 |  |  | 3 | 2. Text | The Magic of |
|  |  |  |  |  | Teamwork By Sam |
|  |  |  |  |  | Pitroda |

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Revision of text and question answer discussion

Revision of text and question answer discussion

Invitation to English-1, Pp- 76-87

17

1

2. Text

Stopping By Woods On A Snowy Evening By Robert Lee Frost

Invitation to English-1, Pp- 100-102

18

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Revision of text and question answer discussion

Revision of text and question answer discussion

Invitation to English-1, Pp- 100-102

3

2. Text

19

Inchcape Rock By Robert Southey

Invitation to English-1, Pp- 106-111

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4

2. Text

Inchcape Rock By Robert Southey

Invitation to English-1, Pp- 106-111

**III**

**5th**

**II**

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| **Sl.No** | **Chapter** | **Proposed Week for Teaching** | **Lecture No.** | **Sub. Topic** | **Important Teaching Points** | **Content Source** |
| 21 | **III** | **6th** | 1 | 2. Text | Inchcape Rock By Robert Southey | Invitation to English-1, Pp- 106-111 |
|  |  |  |  |  |  |  |
| 2223 |  |  | 23 | Revision of textand question answer discussion2. Text | Revision of textand question answer discussionTo My True Friend By Elizabeth Pinard | Invitation toEnglish-1, Pp- 106-111Invitation to English-1, Pp- 112-114 |
| **IV** |
|  |  |  |  |  |  |  |
| 24 |  |  | 4 | Revision of textand question answer discussion | Revision of textand question answer discussion | Invitation toEnglish-1, Pp- 112-114 |

25 **IV**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Use of synonyms, antonyms | different situations in different meaning | English 1 Pp201-221 |
| 26 |  |  | 2 | VOCABULARYUse of synonyms, antonyms | Single word substitute | Communicative English 1 Pp237-245 |
| 27 | **V** |  | 3 | Application of | Countable an | Invitation to |

**7th**

1 VOCABULARY

Same word used in

Communicative

English grammar

Uncountable Noun

English-4, Pp- 1-

17

28 4

Application of English grammar

Articles and Determiners

Communicative English 1

Pp91-100

29 **8th**

1 Application of

Modal Verbs

Communicative

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| --- | --- | --- | --- |
|  | English grammar |  | English 1 Pp117-126 |
| 30 | 2 | Application of English grammar | Tenses | Communicative English 1 Pp127-139 |
| 31 | 3 | Application of English grammar | Tenses | Communicative English 1 Pp127-139 |
| 32 | 4 | Application of English grammar | Tenses | Communicative English 1 Pp127-139 |





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| **Sl.No** | **Chapter** | **Proposed Week for Teaching** | **Lecture No.** | **Sub. Topic** | **Important Teaching Points** | **Content Source** |
| 33 | **V** | **9th** | 1 | Application of English grammar | Subject-verb Agreement | Communicative English 1 Pp158-161 |

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| 34 |  |  | 2 | FORMAL | 1. Paragraph | Communicative |
|  |  |  |  | WRITING SKILLS | writing  | English 1 |
|  |  |  |  |  | Meaning  | Pp165-168 |
|  |  |  |  |  | Features of |  |
|  |  |  |  |  | Paragraph |  |
|  |  |  |  |  | Writing ( Topic |  |
|  |  |  |  |  | Statement, |  |
|  |  |  |  |  | Supporting |  |
|  |  |  |  |  | Points and Plot |  |
|  |  |  |  |  | Compatibility) |  |
| 35 |  |  | 3 | FORMAL | Developing Ideas | Communicative |
|  |  |  |  | WRITING SKILLS | into Paragraphs ( | English 1 |
|  |  |  |  |  | Describing | Pp165-168 |
|  |  |  |  |  | Place/ Person/ |  |
|  |  |  |  |  | Object /Situation |  |
|  |  |  |  |  | and any general |  |
|  |  |  |  |  | topic of interest) |  |
| 36 |  |  | 4 | FORMALWRITING SKILLS | 2. Notice | Invitation toEnglish-4, Pp- 81-84 |
| 37 | **VI** | **10th** | 1 | FORMAL WRITING SKILLS | 3. Agenda | S Kumar Pusp Lata Pp 577 |
| 38 |  |  | 2 | FORMALWRITING SKILLS | 4. Report writing(Format of a | Invitation to English-4, Pp-108 |
|  |  |  |  |  | Report, |  |
|  |  |  |  |  | Reporting an |  |
|  |  |  |  |  | event / news |  |
| 39 |  |  | 3 | FORMAL WRITING SKILLS | 5. Writing personal letter | Invitation to English-4, Pp-50 |
| 40 |  |  | 4 | FORMAL | 6. Letter to the | Invitation to English-4, Pp-65- 75Invitation to English-4, Pp-76- 83S Kumar Pusp Lata Pp 464-468S Kumar Pusp Lata Pp 464-468S Kumar PuspLata Pp469 |
|  |  |  |  | WRITING SKILLS | Principal, |
|  |  |  |  |  | Librarian, Head |
|  |  |  |  |  | of the Deptt, and |
|  |  |  |  |  | Hostel |
| 41 | **VI** | **11th** | 1 | FORMAL | Superintendent7. Writing |
|  |  |  |  | WRITING SKILLS | Business letters  |
|  |  |  |  |  | Layout of a |
|  |  |  |  |  | Business Letter  |
| 42 |  |  | 2 | FORMAL | Letter of |
|  |  |  |  | WRITING SKILLS | Enquiry, Placing |
|  |  |  |  |  | an Order, |
| 43 |  |  | 3 | FORMAL | Execution of an |
|  |  |  |  | WRITING SKILLS | Order, |
|  |  |  |  |  | Complaint, |
|  |  |  |  |  | Cancellation of |
|  |  |  |  |  | an |
|  |  |  |  |  | order(Features, |
|  |  |  |  |  | Format and |
|  |  |  |  |  | example) |
| 44 |  |  | 4 | FORMAL | 8. Job |
|  |  |  |  | WRITING SKILLS | application |



1. FORMAL WRITING SKILLS

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|  | **12th** |
| **VII** |
| **13th** |
| **14th** |

1. ELEMENTS OF COMMUNICATION
	1. Introduction to Communication
2. ELEMENTS OF COMMUNICATION
	1. Introduction to Communication
3. ELEMENTS OF COMMUNICATION

B. Professional Communication

1. ELEMENTS OF COMMUNICATION
2. Professional Communication
3. ELEMENTS OF COMMUNICATION
4. Barriers to Communication
5. ELEMENTS OF COMMUNICATION
6. Non- Verbal Communication
7. ELEMENTS OF COMMUNICATION

D. Non- Verbal Communication

1 L ELEMENTS OF COMMUNICATION

D. Non- Verbal Communication

C.V.(Features, Format and example

1. Meaning, Definition and concept of communication
2. Good Communication and Bad Communication 3. Communication model  One- way Communication Model and Two- way Communication Model with examples 4. Process of communication and factors responsible for it
* Sender, Message, Channel, Receiver / Audience, Feedback, Noise, Context Professional Communication meaning, types, formal Professional Communication informal

Types of barriers and tips to overcome

Kinesics & Body Language

Proxemics

Language of signs&symbols

S Kumar Pusp Lata Pp 472-478

S Kumar

Pusp Lata Pp 1-4

S Kumar

Pusp Lata Pp 1-4

S Kumar

Pusp Lata Pp 12- 13

S Kumar

Pusp Lata Pp 12- 13

S Kumar

Pusp Lata Pp 13- 16

S Kumar Pusp Lata Pp 261-271

S Kumar Pusp Lata Pp 261-271

S Kumar Pusp Lata Pp 261-271

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| 53 | 2 | Doubt clearing session- 1 | Doubt clearing session-1 | - |
| 54 | 3 | Doubt clearing session-2 | Doubt clearingsession-2 | - |
| 55 | 4 | Doubt clearing session-3 | Doubt clearingsession-3 | - |
| 56 | 1 | Revision Unit-1 | Revision | Revision |
| 57 | 2 | Revision Unit-2 | Revision | Revision |
| 58 | 3 | Revision Unit-3 | Revision | Revision |
| 59 | 4 | Revision Unit-4 | Revision | Revision |
| 60 | 1 | Revision Unit-5 | Revision | Revision |
| 61 | 2 | Mock test | Mock Test | - |
| 62 | 3 |  |  | - |
| 63 | 4 |  |  | - |
| **Text book suggested :** |  |  |  |  |



Signature of

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| **VII** |  |
| **15th** |
|  | **16th** |

Faculty Member HOD Principal/ Director