

S.G.H.S. College, Sri Jiwan Nagar

Lesson Plan-2024-2025

B.A.I Sem (AEC-English)

July Week I

Introduction to Communication, importance of communication, Definition of communication

Augustweek II

Process of communication, categories of communication

August Week III

Communication channels, encoding and decoding messages, feedback, Class Test

August week IV

Modes of Communication, Communication Barriers, Measures to enhance communication, Presentation

August week V

Effective Communication, tips for improve Communication skills, Quiz

Sept. week VI

Work place communication and tips to improve it, Dialogue based on self-introduction, introducing others, Making Enquiries and seeking permission

Sept. week VII

Practice of Dialogue writing, Assignment- I

Sept. week VIII

Importance of listening skills, benefits of listening skills

Sept. week IX

Types of listening skills, Practice of Active listening Skills, Seminar

Oct week X

Techniques and tips for listening skills, abbreviation for note-taking, concept-maps and diagram

Oct week XI

Different Parts of speech with example, noundefinition and usage in sentences

Oct. week XII

Pronoun definition and examples of Pronouns used in sentences, Verbs - Sun, Transitive intransitive verb, practice of exercises.



Oct week XIII

Definition of Adverb and Adjectives, types of both examples and exercises, Assignment-II

Nov. week XIV

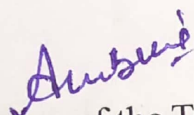
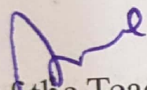
Prepositions, its examples and usage, conjunctions, use in sentences, exercises

Nov. week XV

Definition of Interjection, examples, Identifying the parts of speech, Presentation

Nov. week XVI

Revision of full syllabus and Doubt Sessions



Signatures of the Teacher Signatures of the Teacher