

BARGAON INSTITUTE OF TECHNOLOGY

DEPT. OF BASIC SCIENCE & HUMANITIES

LESSON PLAN (PRACTICAL / LAB)

DISCIPLINE: All Branches

COURSE CODE: PR 1

NAME OF THE FACULTY:

SUBJECT: Communication Skills in English Lab

TOTAL PERIODS: 64

NO. OF PERIODS / WEEK: 02

SL. NO.	WEEK	CLASS DATE	NO. OF CLASS / DAY	TOPICS PLANNED TO BE COVERED	SIGNATURE
01	01		Class 1	UNIT 1: LISTENING SKILLS Introduction to Listening Process and Types of Listening	
01	01		Class 2	Listening Practice: Listening to audio stories and identification of key elements	
02	02		Class 3	Listening Practice: Listening to selected poems and identifying tone/rhythm	
02	02		Class 4	Listening Practice: Audio analysis of famous speeches and structure breakdown	
03	03		Class 5	Listening Practice: Sample interview audio analysis	
03	03		Class 6	Activity 1: Fill in the blanks exercise after listening to an interview (Part 1)	
04	04		Class 7	Activity 1: Fill in the blanks exercise after listening to an interview (Part 2) & Feedback	
04	04		Class 8	Activity 2: Fill in the blanks exercise after listening to a poem (Part 1)	
05	05		Class 9	Activity 2: Fill in the blanks exercise after listening to a poem (Part 2) & Review	
05	05		Class 10	Activity 3: Listening to short stories with a morale (Session 1)	
06	06		Class 11	Activity 3: Summarizing short story 1 & identifying central theme/morale	
06	06		Class 12	Activity 3: Listening to short story 2 with a morale & drafting summary	
07	07		Class 13	Activity 4: Listening to prominent speeches (Session 1)	
07	07		Class 14	Activity 4: Listing important information and key ideas after listening to speech 1	
08	08		Class 15	Activity 4: Listing key concepts/arguments from speech 2	
08	08		Class 16	Comprehensive Listening Skills Practice & Lab Record Verification	
09	09		Class 17	UNIT 2: READING SKILLS Phonetics Basics: Production of Speech Sounds	

09	09		Class 18	Consonant Sounds: Pronunciation practice & Phonetic drill	
10	10		Class 19	Vowel Sounds: Monophthongs articulation and phonetic drill	
10	10		Class 20	Diphthongs: Sound glide exercises and practice words	
11	11		Class 21	Understanding Homophones and Homonyms with examples	
11	11		Class 22	Activity 1: Read aloud a given text passage and locate homophones	
12	12		Class 23	Activity 1: Read aloud exercises focusing on homonyms in context	
12	12		Class 24	Reading Activities: Stress, Intonation, Speed, and Pause control exercises	
13	13		Class 25	Activity 2: Read aloud a given passage & list unfamiliar vocabulary words	
13	13		Class 26	Activity 2: Finding and recording synonyms of identified unfamiliar words	
14	14		Class 27	Activity 2: Finding and recording antonyms of identified unfamiliar words	
14	14		Class 28	Reading Comprehension passage practice focusing on contextual meaning	
15	15		Class 29	Interactive Reading Exercises: Pacing and expression drill	
15	15		Class 30	Pronunciation assessment & correction session	
16	16		Class 31	Reading Skills Practical evaluation and recording	
16	16		Class 32	Review of Unit 2 Lab Records & Performance Assessment	
17	17		Class 33	UNIT 3: SPEAKING SKILLS Fundamentals of Standard and Formal Speech	
17	17		Class 34	Activity 2: Self-Introduction techniques and practice (Personal & Professional)	
18	18		Class 35	Activity 2: Self-Introduction mock sessions for each student	
18	18		Class 36	Conversation Practice: Principles of face-to-face communication	
19	19		Class 37	Activity 1: Role Play - Doctor and Patient scenario	
19	19		Class 38	Activity 1: Role Play - Bank Manager and Student (Opening an Account)	
20	20		Class 39	Activity 1: Role Play - Receptionist and Customer scenario	
20	20		Class 40	Activity 5: Telephonic Conversation practice - Inviting a friend to a birthday party	
21	21		Class 41	Activity 6: Face-to-face conversation with a friend on career selection	

21	21		Class 42	Activity 3: Anchoring techniques for formal events	
22	22		Class 43	Activity 3: Anchoring practice on Welcome Meeting scenario	
22	22		Class 44	Activity 3: Anchoring practice on Farewell Meeting scenario	
23	23		Class 45	Oral Presentations: Structure, body language, and visual aids	
23	23		Class 46	Public Speaking: Overcoming stage fright and delivery practice	
24	24		Class 47	Group Discussion (GD) Rules, etiquette, and leadership roles	
24	24		Class 48	Activity 4a: Group Discussion Topic - 'Use of mobile phones in institute premises' (Group A)	
25	25		Class 49	Activity 4a: Group Discussion Topic - 'Use of mobile phones in institute premises' (Group B)	
25	25		Class 50	Recording viewpoints & analysis of Mobile Phones GD	
26	26		Class 51	Activity 4b: Group Discussion Topic - 'Government job vs Job in MNCs' (Group A)	
26	26		Class 52	Activity 4b: Group Discussion Topic - 'Government job vs Job in MNCs' (Group B)	
27	27		Class 53	Recording viewpoints & feedback on Government Job vs MNC GD	
27	27		Class 54	Activity 4c: Group Discussion Topic - 'Hard work vs Intelligence' (Group A)	
28	28		Class 55	Activity 4c: Group Discussion Topic - 'Hard work vs Intelligence' (Group B)	
28	28		Class 56	Recording viewpoints & evaluation of Hard Work vs Intelligence GD	
29	29		Class 57	Activity 4d: Group Discussion Topic - 'Skill vs Knowledge' (Group A)	
29	29		Class 58	Activity 4d: Group Discussion Topic - 'Skill vs Knowledge' (Group B)	
30	30		Class 59	Recording viewpoints & evaluation of Skill vs Knowledge GD	
30	30		Class 60	Mock Interview & Viva Practice (General Etiquette & Body Language)	
31	31		Class 61	Comprehensive Speaking & Conversation Assessment	
31	31		Class 62	Final Review of All Recorded Lab Activities	
32	32		Class 63	Lab Practical Revision & Viva Voce Preparation	
32	32		Class 64	Final Lab Record Verification & Assessment Completion	

Signature of Faculty

Principal