

Lesson Planning for the semester started w.e.f.....5<sup>th</sup>jan. 2018

Name of Institute :- Sat Kabir Institute of Technology and Management,Ladrawan (Jhajjar)

Name of teacher with designation :-Ms. Seema , A.P

Department :- Applied Science

Month	Class	Topic/Chapter Covered	Academic Activity	Test/Assignment
Jan.	2 <sup>nd</sup>	Communicative Grammar: Spotting the errors pertaining to parts of speech, nouns, pronouns, adjective, adverbs, preposition, conjunction, genders, infinitives, participles, use of articles ; Concord - grammatical concord, and the principle of proximity between subject and verb and other exceptional usages (2 weeks)	presentation	Assignment(3 <sup>rd</sup> week)
		Lexis: Idioms and phrases; Words often confused; One-Word Substitutes; Foreign Words (A selected list may be included for all the above components); Formation of words (suffixes, prefixes and derivatives). (2 weeks)	Seminar	Test(4 <sup>th</sup> week)
Feb.	2 <sup>nd</sup>	Introduction to principal components of spoken English – Word-stress patterns, Intonation, Weak forms in English (2 week)	GD	Assignment(3 <sup>rd</sup> week)
		Developing listening and speaking skills through various activities, such as (a) role play activities, (b) Practising short dialogues (c) Group discussion (d) Debates (e) Speeches (f) Listening to news bulletins (g) Viewing and reviewing T.V.programmes etc. (2 week)	presentation	Test(4 <sup>th</sup> week)
March	2 <sup>nd</sup>	Developing reading and writing skills through such tasks/activities as developing outlines, key expressions, situations, sloganwriting and theme building exercises (2 week)	Seminar	Assignment(3 <sup>rd</sup> week)
		Reading verbal and non-verbal texts-like cartoons, Graphs and tabulated data etc. Technical Writing: (a) Business Letters, Format of Business letters and Business letter writing-Fully-blocked layout may be used. (b) E-mail writing (c) Reports, Types of Reports and Format of Formal Reports (d) Press Report Writing (2 week)	GD	Test(4 <sup>th</sup> week)
April	2 <sup>nd</sup>	Book Review – Herein the students will be required to read and submit a review of a book (Literary or non-literary) of their own choice. This will be followed by a presentation of the same in the class (2 week)	Seminar	Assignment(3 <sup>rd</sup> week)

Seema(29.12.17)