GOVERNMENT POLYTECHNIC, PURI
DEPARTMENT OF MATHEMATICS AND SCIENCE

Discipline: **Mechanical Engineering**	Semester: **1ST/2ND COMMON**	Name of the Teaching Faculty: **MS ANUJA KHATUA,LECTURER IN ENGLISH**
Subject: **LANGUAGE LABORATORY**	No. of days/per week class allotted: **04**	Semester From date: **14.03.2022** To Date: **18.06.2022** No. of Weeks: **14**
PRE-REQUISITE	Basic knowledge of English grammar, vocabulary	
COURSE OUTCOMES	**CO1: Enhance listening skill** **CO2: Enhance speaking skill** **CO3: Develop personality** **CO4: Learn building interpersonal skill** **CO5: Learn presenting in GD, SEMINARS AND CONFERENCES**	

Week	Class Day	Theory / Practical Topics	DELIVERY METHOD
1ST	1ST	INTRODUCTION TO COMMUNICATION SKILL	Whiteboard/PPT
	2ND	LISTENING SKILL	Whiteboard/PPT
	3RD	LISTENING SKILL	Whiteboard/PPT
	4TH	LISTENING SKILL	Whiteboard/PPT
2ND	1ST	LISTENING SKILL	Whiteboard/PPT
	2ND	FOCUS ON INTONATION	Whiteboard/PPT
	3RD	AUDIO VISUAL PRESENTATION OF DIFFERENT STORIES	Whiteboard/PPT
	4TH	AUDIO VISUAL PRESENTATION OF DIFFERENT STORIES	Whiteboard/PPT
3RD	1ST	**QUIZ & ASSIGNMENT-I**	Whiteboard/PPT
	2ND	SPEAKING SKILL	Whiteboard/PPT
	3RD	SPEAKING SKILL	Whiteboard/PPT
	4TH	SPEAKING SKILL	Whiteboard/PPT
4TH	1ST	READING ALOUD OF POEMS	Whiteboard/PPT
	2ND	READING ALOUD OF SPEECHES	Whiteboard/PPT
	3RD	SELF INTRODUCTION	Whiteboard/PPT
	4TH	SELF INTRODUCTION PRACTICE	Whiteboard/PPT
5TH	1ST	ROLE PLAYS ON ANY TWO SITUATIONS	Whiteboard/PPT
	2ND	ROLE PLAYS ON ANY TWO SITUATIONS	Whiteboard/PPT
	3RD	ROLE PLAYS ON ANY TWO SITUATIONS	Whiteboard/PPT
	4TH	TELEPHONIC CONVERSATION	Whiteboard/PPT
6TH	1ST	TELEPHONIC CONVERSATION	Whiteboard/PPT
	2ND	PHYSICAL APPEARANCE	Whiteboard/PPT
	3RD	AUDIENCE PURPOSE	Whiteboard/PPT
	4TH	**QUIZ & ASSIGNMENT-II**	Whiteboard/PPT
7TH	1ST	SCREENING OF DIFFERENT VIDEOS ON P.D.	Whiteboard/PPT
	2ND	SCREENING OF DIFFERENT VIDEOS ON P.D.	Whiteboard/PPT
	3RD	ROLE OF P.D. IN A PERSONAL INTERVIEW	Whiteboard/PPT
	4TH	ROLE OF P.D. IN A PERSONAL INTERVIEW	Whiteboard/PPT

8TH	1ST	INTERPERSONAL SKILLS	Whiteboard/PPT
	2ND	INTERPERSONAL SKILLS	Whiteboard/PPT
	3RD	FACE TO FACE COMMUNICATION	Whiteboard/PPT
	4TH	FACE TO FACE COMMUNICATION	Whiteboard/PPT
9TH	1ST	VIVA VOCE	Whiteboard/PPT
	2ND	VIVA VOCE	Whiteboard/PPT
	3RD	GROUP INTERVIEWS	Whiteboard/PPT
	4TH	**QUIZ & ASSIGNMENT-III**	Whiteboard/PPT
10TH	1ST	GROUP INTERVIEWS	Whiteboard/PPT
	2ND	GROUP DISCUSSIONS	Whiteboard/PPT
	3RD	GROUP DISCUSSIONS	Whiteboard/PPT
	4TH	PRESENTING IN GD, SEMINARS AND CONFERENCES	Whiteboard/PPT
11TH	1ST	PRESENTING IN GD, SEMINARS AND CONFERENCES	Whiteboard/PPT
	2ND	PRESENTING IN GD, SEMINARS AND CONFERENCES	Whiteboard/PPT
	3RD	**QUIZ & ASSIGNMENT-IV**	Whiteboard/PPT
	4TH	LISTENING SKILL PRACTICE	Whiteboard/PPT
12TH	1ST	LISTENING SKILL PRACTICE	Whiteboard/PPT
	2ND	SPEAKING SKILL PRACTICE	Whiteboard/PPT
	3RD	SPEAKING SKILL PRACTICE	Whiteboard/PPT
	4TH	SPEAKING SKILL PRACTICE	Whiteboard/PPT
13TH	1ST	READING SKILL PRACTICE	Whiteboard/PPT
	2ND	READING SKILL PRACTICE	Whiteboard/PPT
	3RD	READING SKILL PRACTICE	Whiteboard/PPT
	4TH	**QUIZ & ASSIGNMENT-V**	Whiteboard/PPT
14TH	1ST	WRITING SKILLS PRACTICE	Whiteboard/PPT
	2ND	WRITING SKILLS PRACTICE	Whiteboard/PPT
	3RD	WRITING SKILLS PRACTICE	Whiteboard/PPT
	4TH	WRITING SKILLS PRACTICE	Whiteboard/PPT

LEARNING RESOUCES:

1.INVITATION TO ENGLISH, BOOK-1 CHSE (2016 REPRINT), ODISHA
2.INVITATION TO ENGLISH, BOOK-4 CHSE (2016 REPRINT), ODISHA
3.WREN AND MARTIN HIGH SCHOOL ENGLISH GRAMMAR, NDV PRASAD RAO, S.CHAND PUBLICATION
4.COMMUNICATION SKILLS, SANJAY KUMAR AND PUSPALATA, OXFORD UNIVERSITY PRESS

Anuja Khatua
Signature of Faculty concerned

14/03/2022
Signature of HOD

Principal
GP Puri