

### Lesson Plan

<b>Name of the Faculty:</b>		<b>Ms. Simran</b>	
<b>Discipline:</b>		<b>BCA</b>	
<b>Semester:</b>		<b>IVth</b>	
<b>Subject:</b>		<b>English Language and Communication Skill: Level 4 (B23-AEC-411)</b>	
<b>Workload (Lecture/Practical) per week (In hours):</b>		<b>Lecture-3</b>	
<b>S. No</b>			
<b>Lecture No.</b>			
<b>Theory</b>			
		<b>Topic (Including Assignment/Test/Quiz)</b>	<b>Pedagogy (PPT/Chalk and Board/Video Recording /Activity/Case Study)</b>
1.	L1.	Word formation and Types of formation	Chalk and Board
2.	L2.	Method of word formation (Compounding, Blending,)	Chalk and Board
3.	L3.	Back formation, Functional Conversion,	Chalk and Board
4.	L4.	Acronyms, Coinage	Chalk and Board
5.	L5.	Borrowing & Affixation	Chalk and Board
6.	L6.	Suffix and Prefixes	Chalk and Board
		Assignment 1	On Paper
7.	L7.	Sentence, Clause, phrase	Chalk and Board
8.	L8.	Types of Sentences and Conjunctions	Chalk and Board
9.	L9.	Rules for transformation of sentences (Simple to Compound and vice-versa)	Chalk and Board
10.	L10.	Rules for transformation of sentences (Simple to Complex and vice-versa)	Chalk and Board
11.	L11.	Rules for transformation of sentences (Compound to Complex and vice-versa)	Chalk and Board
12.	L12.	What is Public Speech	Chalk and Board

13.	L13.	Public Speaking: Confidence, Clarity and Fluency	Chalk and Board
14.	L14.	Modes of Speech delivery	Chalk and Board
15.	L15.	Proxemics and Chronemics	Chalk and Board
16.	L16.	What is Persuasion	Chalk and Board
17.	L17.	Persuasion Techniques: Appealing, Rhetorical Questions	Chalk and Board
18.	L18.	Persuasion Techniques: Humor, Colloquial	Chalk and Board
19.	L19.	Persuasion Techniques: Evidence, Anecdotes	Chalk and Board
20.	L20.	Starting a conversation technique: Do's and Don'ts	Chalk and Board
21.	L21.	Controlling a conversation technique: Do's and Don'ts	Chalk and Board
22.	L22.	Coherence and unity in a Paragraph	Chalk and Board
23.	L23.	Transition words and phrases learning Contextual Vocabulary through Reading a passage or Literary text	Chalk and Board
24.	L24.	Connections function to develop, relate, connect and move idea	Chalk and Board
25.		Assignment 2	On Paper