

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms.Sunit Bhandari and Dr. Anju Narwal

Class- B.A- III Year (Sem-V)

Subject- English

Paper- English

<b>September, 2022</b> <b>1<sup>st</sup> Week</b> <b>1 Sept-3 Sept</b>	General introduction about Indian writing in English and Indian English writers. Brief introduction of novel and its author – Raja Rao.
<b>4 Sept, 2022</b>	<b>Sunday</b>
<b>2<sup>nd</sup> Week</b> <b>5 Sept- 10 Sept</b>	Types of Novels & Glossary Paragraph Writing
<b>11 Sept, 2022</b>	<b>Sunday</b>
<b>3<sup>rd</sup> Week</b> <b>12 Sept-17 Sept</b>	Chapter 1 & 2 Discussion of Short – Question Paragraph Writing
<b>18 Sept, 2022</b>	<b>Sunday</b>
<b>4<sup>th</sup> Week</b> <b>19 Sept-24 Sept</b>	Chapter 3 & 4 Sentences & its types
<b>23 Sept,2022</b> <b>25 Sept, 2022</b> <b>26 Sept, 2022</b>	<b>Shaheedi Divas/ Haryana War Heroes' Martyrdom Day</b> <b>Sunday</b> <b>Maharana Agrasen Jayanti</b>
<b>5<sup>th</sup> Week</b> <b>27 Sept - 29 Sept</b>	Chapter 5 & 6 Work Accent
<b>30 Sept, 2022</b>	<b>Talent show</b>

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## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms.Sunit Bhandari and Dr. Anju Narwal

Class- B.A- III Year (Sem-V)

Subject- English

Paper- English

October, 2022 1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct, 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3 Oct - 8 Oct	Chapter 7 & 8 Word Stress & Accent
5 Oct,2022 9 Oct,2022	<b>Dussehra Sunday</b>
2 <sup>nd</sup> Week 10 Oct - 15 Oct	Chapter 9 , 10, 11 Assignment-I
13 Oct, 2022 16 Oct,2022	<b>Karwa Chauth Sunday</b>
3 <sup>rd</sup> Week 17 Oct - 21 Oct	Chapter 12 , 13, 14 Sentences & its Structures
22 Oct - 26 Oct	<b>Diwali Break</b>
4 <sup>th</sup> Week 27 Oct - 31 Oct	Chapter 15, 16, 17 Practice Weak forms in Verbs/Noun
30 Oct, 2022	<b>Sunday</b>

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## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms.Sunit Bhandari and Dr. Anju Narwal

Class- B.A- III Year (Sem-V)

Subject- English

Paper- English

November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	<b>Haryana Day</b>
1 <sup>st</sup> Week 2 Nov - 5 Nov	Chapter 18, 19  Assignment-II  Intonation
6 Nov, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7 Nov – 12 Nov	Essay Type Questions  Intonation
8 Nov,2022 13 Nov, 2022	<b>Sh. Guru Nanak Dev jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 14 Nov - 19 Nov	Essay Type Questions
20 Nov, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 21 Nov - 26 Nov	Revision <b>Sessional Exams</b>
27 Nov, 2022	<b>Sunday</b>
5 <sup>th</sup> Week 28 Nov – 3 Dec	Explanation with reference to Context.
4 Dec, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Dec - 10 Dec	Revision
3 <sup>rd</sup> Week 15 Dec,2022	Revision
5 <sup>th</sup> Week 25 Dec, 2022 Onwards	<b>University Examination</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Anju Narwal

Class- BA II (Section A)

Subject- English (Text); Textbook- *Fragrances*

Paper- English

<b>September 2022</b> <b>1<sup>st</sup> Week</b> <b>1-3 Sept.</b>	<ul style="list-style-type: none"><li>- Introduction to Syllabus &amp; Scheme of Examination</li><li>- Defining Poetry. Differentiating various genres of Literature. For example: Poetry/Play/Novel/Short Story, etc.</li><li>- Introduction to Important Poetic Forms and Devices</li></ul>
<b>4 Sept 2022</b>	<b>Sunday</b>
<b>2<sup>nd</sup> Week</b> <b>5-10 Sept.</b>	<ul style="list-style-type: none"><li>- Explanation and discussion of Poetic Forms: Sonnet, Lyric, Ode, Elegy, Dramatic Monologue, Free Verse</li><li>- Explanation and discussion of Poetic Devices:</li><li>- Revision of All Poetic Forms and Devices</li><li>- Class Test of Poetic Forms and Devices (Oral Test)</li></ul>
<b>11 Sept 2022</b>	<b>Sunday</b>
<b>3<sup>rd</sup> Week</b> <b>12-17 Sept.</b>	<ul style="list-style-type: none"><li>- Definition &amp; Introduction to Symbols (44) of Transcription (Pure vowels, Diphthongs and Consonants)</li><li>- Transcription of words from all the poems</li></ul>
<b>18 Sept 2022</b>	<b>Sunday</b>
<b>4<sup>th</sup> Week</b> <b>19-24 Sept.</b>	<ul style="list-style-type: none"><li>- Poem I: “Sonnet XVIII” by William Shakespeare (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Question-Answers- Very Short, Long, Very Long)</li><li>- Poem II “Know Then Thyself” by Alexander Pope (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Question-Answers- Very Short, Long, Very Long)</li></ul>
<b>23 Sept 2022</b> <b>25 Sept 2022</b> <b>26 Sept 2022</b>	<b>Shaheedi Divas/ Haryana War Heroes’ Martyrdom Day</b> <b>Sunday</b> <b>Maharana Agrasen Jayanti</b>
<b>5<sup>th</sup> Week</b> <b>27-29 Sept.</b>	<ul style="list-style-type: none"><li>- Revision &amp; Test of Poems I &amp; II (Written Test)</li></ul>
<b>30 Sept 2022</b>	<b>Talent Show</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Anju Narwal

Class- BA II (Section A)

Subject- English (Text); Textbook- *Fragrances*

Paper- English

October, 2022 1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct. 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3-8 Oct.	<ul style="list-style-type: none"><li>- Poem III: “Elegy Written in a Country Churchyard” by Thomas Gray (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms)</li><li>- <b>Assignment I</b></li></ul>
5 Oct. 2022 9 Oct. 2022	<b>Dussehra</b> <b>Sunday</b>
2 <sup>nd</sup> Week 10-15 Oct.	<ul style="list-style-type: none"><li>- Poem III: “Elegy Written in a Country Churchyard” by Thomas Gray (Question-Answers- Very Short, Long, Very Long)</li><li>- Revision &amp; Test of Poem III (Quiz)</li><li>- Poem IV: “The World is Too Much with Us” by William Wordsworth (Introduction to the Poet, Summary of the Poem)</li></ul>
13 Oct. 2022 16 Oct. 2022	<b>Karwa Chauth</b> <b>Sunday</b>
3 <sup>rd</sup> Week 17-21 Oct.	<ul style="list-style-type: none"><li>- Poem IV: “The World is Too Much with Us” by William Wordsworth (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Question-Answers- Very Short, Long, Very Long)</li><li>- Revision &amp; Test of Poem IV (Quiz)</li><li>- <b>Assignment II</b></li></ul>
22 Oct - 26 Oct.	<b>Diwali Break</b>
4 <sup>th</sup> Week 27-31 Oct.	<ul style="list-style-type: none"><li>- Poem V: “Ode on a Grecian Urn” by John Keats (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Question-Answers- Very Short, Long, Very Long)</li><li>- Revision &amp; Test of Poem V (Group Discussion)</li></ul>
30 Oct. 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Anju Narwal

Class- BA II (Section A)

Subject- English (Text); Textbook- *Fragrances*

Paper- English

November 2022 1 <sup>st</sup> Week 1 Nov. 2022	<b>Haryana Day</b>
1 <sup>st</sup> Week 2-5 Nov.	- Poem VI: “My Last Duchess” by Robert Browning (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Question-Answers- Very Short, Long, Very Long)
6 Nov. 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7-12 Nov.	- Revision & Class Test of Poem VI & Transcription (Oral & Written Test)
8 Nov. 2022 13 Nov. 2022	<b>Sh. Guru Nanak Dev Jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 14-19 Nov.	- Poem VII: “When You Are Old” by W. B. Yeats (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Synonyms, Make Sentences, Question-Answers- Very Short, Long, Very Long) - Poem VIII: “Where the Mind is without Fear” by Rabindranath Tagore (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Question-Answers- Very Short, Long, Very Long)
20 Nov. 2022	<b>Sunday</b>
4 <sup>th</sup> Week 21-26 Nov.	- Revision & Test of Poems VII & VIII (Quiz) - Poem IX: “The Bangle Sellers” by Sarojini Naidu (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Fill in the Blanks, Question-Answers- Very Short, Long, Very Long) - Revision & Test of Poem IX (Group Discussion)
27 Nov. 2022	<b>Sunday</b>

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## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Anju Narwal

Class- BA II (Section A)

Subject- English (Text); Textbook- *Fragrances*

Paper- English

5 <sup>th</sup> Week 28 Nov.-3 Dec.	<b>Sessional Exams</b>
4 Dec. 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5-10 Dec.	<ul style="list-style-type: none"><li>- Poem X: “Another Woman” by Imtiaz Dharker (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Make Sentences, Question-Answers- Very Short, Long, Very Long)</li><li>- Revision &amp; Test of Poem X (Oral Test)</li></ul>
11 Dec. 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12-17 Dec.	<ul style="list-style-type: none"><li>- Revision of the Poems I-V</li><li>- Revision of the Poems VI-X</li><li>- Class Test of Vocabulary &amp; Question-Answers of Poems I-X (Oral/Written Test)</li></ul>
18 Dec. 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19-24 Dec.	<ul style="list-style-type: none"><li>- Revision of Transcription, Poetic Forms &amp; Devices</li><li>- Discussion of Previous Years Question Papers/Sample Papers</li></ul>
25 Dec. 2022 Onwards	<b>University Examination</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Anju Narwal

Class- BA II (Section A) (III Groups-2 Days for each Group)

Subject- English (Composition); Textbook- *Fragrances*

Paper- English

September 2022 Week 1	Introduction of Syllabus Parts of Speech
Week 2	Finite & Non-Finite Verbs (Infinitives, Gerund & Participles)
Week 3	Revision of Finite & Non-Finite Verbs (Infinitives, Gerund & Participles) through PPT
Week 4	Prepositions
Week 5	Revision of Prepositions through PPT
October 2022 Week 1	Essay Writing, Tips for writing good Essays through PPT
Week 2	Test of Essay Writing Test of Finite, Non-finite Verbs & Prepositions
Week 3	Diwali Break
Week 4	Sentences, Types of Sentences (Simple, Complex, Compound), Clauses (Relative Clauses-Defining, Non-defining Relative Clause)
November 2022 Week 1	Clauses (Noun Clauses, Adverbial Clauses & Conditionals)
Week 2	Verb Patterns
Week 3	Revision of Clauses & Verb Patterns through PPT
Week 4	Prefixes & Suffixes
Week 5	Revision of Prefixes & Suffixes through PPT/Sessional
December 2022 Week 1	Revision of Prefixes & Suffixes through PPT/Sessional
Week 2	Revision & Test of the Entire syllabus
Week 3	Discussion of Previous Years Question Papers/Sample Papers
Week 4	Discussion of Previous Years Question Papers/Sample Papers



# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Deepti Sharma

Class- BA II (Section B & C)

Subject- English (Text); Textbook- *Fragrances*

Paper- English

September 2022 1 <sup>st</sup> Week 1-3 Sept.	<ul style="list-style-type: none"><li>- Introduction to Syllabus &amp; Scheme of Examination</li><li>- Defining Poetry. Differentiating various genres of Literature. For example: Poetry/Play/Novel/Short Story, etc.</li><li>- Introduction to Important Poetic Forms and Devices</li></ul>
4 Sept 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5-10 Sept.	<ul style="list-style-type: none"><li>- Explanation and discussion of Poetic Forms: Sonnet, Lyric, Ode, Elegy, Dramatic Monologue, Free Verse</li><li>- Explanation and discussion of Poetic Devices:</li><li>- Revision of All Poetic Forms and Devices</li><li>- Class Test of Poetic Forms and Devices (Oral Test)</li></ul>
11 Sept 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12-17 Sept.	<ul style="list-style-type: none"><li>- Definition &amp; Introduction to Symbols (44) of Transcription (Pure vowels, Diphthongs and Consonants)</li><li>- Transcription of words from all the poems</li></ul>
18 Sept 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19-24 Sept.	<ul style="list-style-type: none"><li>- Poem I: “Sonnet XVIII” by William Shakespeare (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Question-Answers- Very Short, Long, Very Long)</li><li>- Poem II “Know Then Thyself” by Alexander Pope (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Question-Answers- Very Short, Long, Very Long)</li></ul>
23 Sept 2022 25 Sept 2022 26 Sept 2022	<b>Shaheedi Divas/ Haryana War Heroes’ Martyrdom Day</b> <b>Sunday</b> <b>Maharana Agrasen Jayanti</b>
5 <sup>th</sup> Week 27-29 Sept.	<ul style="list-style-type: none"><li>- Revision &amp; Test of Poems I &amp; II (Written Test)</li></ul>
30 Sept 2022	<b>Talent Show</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Deepti Sharma

Class- BA II (Section B & C)

Subject- English (Text); Textbook- *Fragrances*

Paper- English

October, 2022 1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct. 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3-8 Oct.	<ul style="list-style-type: none"><li>- Poem III: “Elegy Written in a Country Churchyard” by Thomas Gray (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms)</li><li>- <b>Assignment I</b></li></ul>
5 Oct. 2022 9 Oct. 2022	<b>Dussehra</b> <b>Sunday</b>
2 <sup>nd</sup> Week 10-15 Oct.	<ul style="list-style-type: none"><li>- Poem III: “Elegy Written in a Country Churchyard” by Thomas Gray (Question-Answers- Very Short, Long, Very Long)</li><li>- Revision &amp; Test of Poem III (Quiz)</li><li>- Poem IV: “The World is Too Much with Us” by William Wordsworth (Introduction to the Poet, Summary of the Poem)</li></ul>
13 Oct. 2022 16 Oct. 2022	<b>Karwa Chauth</b> <b>Sunday</b>
3 <sup>rd</sup> Week 17-21 Oct.	<ul style="list-style-type: none"><li>- Poem IV: “The World is Too Much with Us” by William Wordsworth (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Question-Answers- Very Short, Long, Very Long)</li><li>- Revision &amp; Test of Poem IV (Quiz)</li><li>- <b>Assignment II</b></li></ul>
22 Oct - 26 Oct.	<b>Diwali Break</b>
4 <sup>th</sup> Week 27-31 Oct.	<ul style="list-style-type: none"><li>- Poem V: “Ode on a Grecian Urn” by John Keats (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Question-Answers- Very Short, Long, Very Long)</li><li>- Revision &amp; Test of Poem V (Group Discussion)</li></ul>
30 Oct. 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Deepti Sharma

Class- BA II (Section B & C)

Subject- English (Text); Textbook- *Fragrances*

Paper- English

November 2022 1 <sup>st</sup> Week 1 Nov. 2022	<b>Haryana Day</b>
1 <sup>st</sup> Week 2-5 Nov.	- Poem VI: “My Last Duchess” by Robert Browning (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Question-Answers- Very Short, Long, Very Long)
6 Nov. 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7-12 Nov.	- Revision & Class Test of Poem VI & Transcription (Oral & Written Test)
8 Nov. 2022 13 Nov. 2022	<b>Sh. Guru Nanak Dev Jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 14-19 Nov.	- Poem VII: “When You Are Old” by W. B. Yeats (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Synonyms, Make Sentences, Question-Answers- Very Short, Long, Very Long) - Poem VIII: “Where the Mind is without Fear” by Rabindranath Tagore (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Question-Answers- Very Short, Long, Very Long)
20 Nov. 2022	<b>Sunday</b>
4 <sup>th</sup> Week 21-26 Nov.	- Revision & Test of Poems VII & VIII (Quiz) - Poem IX: “The Bangle Sellers” by Sarojini Naidu (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Synonyms, Fill in the Blanks, Question-Answers- Very Short, Long, Very Long) - Revision & Test of Poem IX (Group Discussion)
27 Nov. 2022	<b>Sunday</b>
5 <sup>th</sup> Week 28 Nov.-3 Dec.	<b>Sessional Exams</b>
4 Dec. 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5-10 Dec.	- Poem X: “Another Woman” by Imtiaz Dharker (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Vocabulary: Antonyms, Make Sentences, Question-Answers- Very Short, Long, Very Long) - Revision & Test of Poem X (Oral Test)
11 Dec. 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Deepti Sharma

Class- BA II (Section B & C)

Subject- English (Text); Textbook- *Fragrances*

Paper- English

3 <sup>rd</sup> Week 12-17 Dec.	<ul style="list-style-type: none"><li>- Revision of the Poems I-V</li><li>- Revision of the Poems VI-X</li><li>- Class Test of Vocabulary &amp; Question-Answers of Poems I-X (Oral/Written Test)</li></ul>
18 Dec. 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19-24 Dec.	<ul style="list-style-type: none"><li>- Revision of Transcription, Poetic Forms &amp; Devices</li><li>- Problems/Discussion of Previous Years Question Papers/Sample Papers</li></ul>
25 Dec. 2022 Onwards	<b>University Examination</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Deepti Sharma

Class- BA II (Section B & C) (VI Groups-2 Days for each Group)

Subject- English (Composition); Textbook- *Fragrances*

Paper- English

September 2022 Week 1	Introduction of Syllabus Parts of Speech
Week 2	Finite & Non-Finite Verbs (Infinitives, Gerund & Participles)
Week 3	Revision of Finite & Non-Finite Verbs (Infinitives, Gerund & Participles) through PPT
Week 4	Prepositions
Week 5	Revision of Prepositions through PPT
October 2022 Week 1	Essay Writing, Tips for writing good Essays through PPT
Week 2	Test of Essay Writing Test of Finite, Non-finite Verbs & Prepositions
Week 3	Diwali Break
Week 4	Sentences, Types of Sentences (Simple, Complex, Compound), Clauses (Relative Clauses-Defining, Non-defining Relative Clause)
November 2022 Week 1	Clauses (Noun Clauses, Adverbial Clauses & Conditionals)
Week 2	Verb Patterns
Week 3	Revision of Clauses & Verb Patterns through PPT
Week 4	Prefixes & Suffixes
Week 5	Revision of Prefixes & Suffixes through PPT/Sessional
December 2022 Week 1	Revision of Prefixes & Suffixes through PPT/Sessional
Week 2	Revision & Test of the Entire syllabus
Week 3	Problems/Discussion of Previous Years Question Papers/Sample Papers
Week 4	Problems/Discussion of Previous Years Question Papers/Sample Papers

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Deepti Sharma

Class – BSc I (Semester I) (04 lectures/week)

Subject – English; Textbook: *Chronicles of Time*

Paper - English

September 2022 1 <sup>st</sup> Week 1-3 Sept.	- Introduction to Syllabus & Scheme of Examination - Defining Poetry. Differentiating various genres of Literature. For example: Poetry/Play/Novel/Short Story etc. - Introduction of Important Poetic Forms and Devices
4 Sept 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5-10 Sept.	- Parts of Speech through PPT Prepositions and Exercises - Poem I: “Let Me Not to the Marriage of True Minds” (Introduction to the Poet, Summary of the Poem, Text, Reference to the - Context, Question-Answers) -
11 Sept 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12-17 Sept.	- Common Phrasal Verbs - Poem II “Death Be Not Proud” (Introduction to the Poet, Summary of the Poem, Text, Reference to the - Context, Question-Answers)
18 Sept 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19-24 Sept.	- Poem III: “On His Blindness” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem I, II & III - Quiz of Poem I, II & III
23 Sept 2022 25 Sept 2022 26 Sept 2022	<b>Shaheedi Divas/ Haryana War Heroes’ Martyrdom Day</b> <b>Sunday</b> <b>Maharana Agrasen Jayanti</b>
5 <sup>th</sup> Week 27-29 Sept.	- Poem III: “On His Blindness” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem I, II & III & <b>Assignment I</b> - Quiz of Poem I, II & III
30 Sept 2022	<b>Talent Show</b>

## KVA DAV College for Women, Karnal

### Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Deepti Sharma

Class - BSc I (Semester I) (04 lectures/week)

Subject – English; Textbook: *Chronicles of Time*

Paper – English

October, 2022 1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct. 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3-8 Oct.	Poem IV: “The Retreat” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem IV “The Retreat” & Oral Test
5 Oct. 2022 9 Oct. 2022	<b>Dussehra</b> <b>Sunday</b>
2 <sup>nd</sup> Week 10-15 Oct.	- Poem V: “Shadwell” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Class Test of Poem V: “Shadwell” /Quiz Contest
13 Oct. 2022 16 Oct. 2022	<b>Karwa Chauth</b> <b>Sunday</b>
3 <sup>rd</sup> Week 17-21 Oct.	- Poem VI: “Know Then Thyself” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem VI: “Know Then Thyself” - <b>Assignment II</b>
22 Oct - 26 Oct.	<b>Diwali Break</b>
4 <sup>th</sup> Week 27-31 Oct.	Poem VII: “The Little Black Boy” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision & Class Test of Poem VII: “The Little Black Boy”
30 Oct. 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Deepti Sharma

Class - BSc I (Semester I) (04 lectures/week)

Subject – English; Textbook: *Chronicles of Time*

Paper – English

November 2022 1 <sup>st</sup> Week 1 Nov. 2022	<b>Haryana Day</b>
1 <sup>st</sup> Week 2-5 Nov.	- Poem VIII: “Three Years She Grew in Sun and Shower” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers)
6 Nov. 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7-12 Nov.	- Paragraph Writing through PPT & Group Discussion on various topics
8 Nov. 2022 13 Nov. 2022	<b>Sh. Guru Nanak Dev Jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 14-19 Nov.	Common Errors in English
20 Nov. 2022	<b>Sunday</b>
4 <sup>th</sup> Week 21-26 Nov.	- Practice of Common Errors in English
27 Nov. 2022	<b>Sunday</b>
5 <sup>th</sup> Week 28 Nov.-3 Dec.	<b>Sessional Exams</b>
4 Dec. 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5-10 Dec.	Poem IX: “England in 1819” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem VIII: “Three Years She Grew in Sun and Shower” & Poem IX: “England in 1819”



# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Deepti Sharma

Class - BSc I (Semester I) (04 lectures/week)

Subject – English; Textbook: *Chronicles of Time*

Paper – English

11 Dec. 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12-17 Dec.	Class Test of Poem VIII: “Three Years She Grew in Sun and Shower” & Poem IX: “England in 1819” /Quiz Contest Poem X: “Crossing the Bar” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem X: “Crossing the Bar” & Quiz Revision of Poems - Revision of Grammar
18 Dec. 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19-24 Dec.	- Problems/Discussions of Previous Years’ Question Papers
25 Dec. 2022 Onwards	<b>University Examination</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Deepti Sharma

Class - BSc I: Medical, Biotech. & FD (Semester I) (04 lectures/week: 3-6 days)

Subject – English; Textbook: *Chronicles of Time*

Paper – English

September 2022 1 <sup>st</sup> Week 1-3 Sept.	- Introduction to Syllabus & Scheme of Examination - Defining Poetry. Differentiating various genres of Literature. For example: Poetry/Play/Novel/Short Story etc. - Introduction of Important Poetic Forms and Devices
4 Sept 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7-10 Sept.	- Parts of Speech through PPT - Prepositions and Exercises - Poem I: “Let Me Not to the Marriage of True Minds” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers)
11 Sept 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 14-17 Sept.	- Common Phrasal Verbs - Poem II “Death Be Not Proud” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers)
18 Sept 2022	<b>Sunday</b>
4 <sup>th</sup> Week 21-24 Sept.	- Poem III: “On His Blindness” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem I, II
23 Sept 2022	<b>Shaheedi Divas/ Haryana War Heroes’ Martyrdom Day</b>
25 Sept 2022	<b>Sunday</b>
26 Sept 2022	<b>Maharana Agrasen Jayanti</b>
5 <sup>th</sup> Week 28-29 Sept.	- Revision of Poem III & Assignment I - Quiz of Poem I, II & III
30 Sept 2022	<b>Talent Show</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Deepti Sharma

Class - BSc I: Medical, Biotech. & FD (Semester I) (04 lectures/week: 3-6 days)

Subject – English; Textbook: *Chronicles of Time*

Paper – English

October, 2022 1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct. 2022	<b>Sunday</b>
1 <sup>st</sup> Week 5-8 Oct.	- Poem IV: “The Retreat” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem IV & Oral Test
5 Oct. 2022 9 Oct. 2022	<b>Dussehra</b> <b>Sunday</b>
2 <sup>nd</sup> Week 12-15 Oct.	- Poem V: “Shadwell” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers)
13 Oct. 2022 16 Oct. 2022	<b>Karwa Chauth</b> <b>Sunday</b>
3 <sup>rd</sup> Week 19-21 Oct.	- Poem VI: “Know Then Thyself” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem V, VI & <b>Assignment II</b>
22 Oct - 26 Oct.	<b>Diwali Break</b>
4 <sup>th</sup> Week 27-29 Oct.	- Poem VII: “The Little Black Boy” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem VII
30 Oct. 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Deepti Sharma

Class - BSc I: Medical, Biotech. & FD (Semester I) (04 lectures/week: 3-6 days)

Subject – English; Textbook: *Chronicles of Time*

Paper - English

November 2022 1 <sup>st</sup> Week 1 Nov. 2022	<b>Haryana Day</b>
1 <sup>st</sup> Week 2-5 Nov.	- Class Test of Poem V, VI, VII - Poem VIII: “Three Years She Grew in Sun and Shower” (Introduction to the Poet, Summary of the Poem)
6 Nov. 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 9-12 Nov.	- Poem VIII: “Three Years She Grew in Sun and Shower” (Text, Reference to the Context, Question-Answers)
8 Nov. 2022 13 Nov. 2022	<b>Sh. Guru Nanak Dev Jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 16-19 Nov.	- Poem IX: “England in 1819” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem VIII & IX - Quiz Contest of Poem VIII & IX
20 Nov. 2022	<b>Sunday</b>
4 <sup>th</sup> Week 23-26 Nov.	- Paragraph Writing through PPT & Group Discussion on various topics
27 Nov. 2022	<b>Sunday</b>
5 <sup>th</sup> Week 28 Nov.-3 Dec.	<b>Sessional Exams</b>
4 Dec. 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7-10 Dec.	- Common Errors in English & its Practice - Poem X: “Crossing the Bar” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem X: “Crossing the Bar” & Oral Test
11 Dec. 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 14-17 Dec.	- Revision of Poems - Revision of Grammar
18 Dec. 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19-24 Dec.	- Problems/Discussions of Previous Years’ Question Papers
25 Dec. 2022 Onwards	<b>University Examination</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Isha

Class-B.A. I (Section A & C)

Subject - English

Paper- English

September, 2022 1 <sup>st</sup> Week 1 Sept-3 Sept	<ul style="list-style-type: none"><li>● Introduction to the syllabus</li><li>● Discussion on the pattern of the exam</li></ul>
4 Sept, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Sept- 10 Sept	<ul style="list-style-type: none"><li>● Ch 1: Speech Sounds</li><li>● Vowels ( Pure Vowels and Diphthongs), Consonants, Syllables</li><li>● Practice of Phonetic Transcription</li></ul>
11 Sept, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Sept-17 Sept	<ul style="list-style-type: none"><li>● Ch 2: Choosing Our Universe</li><li>● Ch 3: Are Dams the Temples Modern India?</li><li>● Grammar: Prefix, Suffix, Noun, Simple Present Tense</li></ul>
18 Sept, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19 Sept-24 Sept	<ul style="list-style-type: none"><li>● Ch 4: The Generation Gap</li><li>● Ch 10: Bharat Mata</li><li>● Grammar: Pronoun, Present Continuous Tense, Phrasal Verbs</li></ul>
23 Sept,2022 25 Sept, 2022 26 Sept, 2022	<b>Shaheedi Divas/ Haryana War Heroes' Martyrdom Day</b> <b>Sunday</b> <b>MaharanaAgrasenJayanti</b>
5 <sup>th</sup> Week 27 Sept - 29 Sept	<ul style="list-style-type: none"><li>● Revision: Ch 1-2</li><li>● Essay Writing</li></ul>
30 Sept, 2022	<b>Talent show</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Isha

Class- B.A. I(Section A & C)

Subject- English

Paper- English

October, 2022 1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct, 2022	<b>Sunday</b>
1 <sup>st</sup> Week ● 3 Oct - 8 Oct	<ul style="list-style-type: none"><li>● Ch 9: The Responsibility of Young Men</li><li>● Ch 5: Language and National Identity</li><li>● Grammar: Adjective, Present Perfect Tense, Present Perfect Continuous Tense</li></ul>
5 Oct,2022 9 Oct,2022	<b>Dussehra</b> <b>Sunday</b>
2 <sup>nd</sup> Week 10 Oct - 15 Oct	<ul style="list-style-type: none"><li>● Ch 7: Playing the English Gentleman</li><li>● Revision: Ch 3-4</li><li>● Grammar: Verbs, Simple Past Tense, Past Continuous Tense</li></ul>
13 Oct, 2022 16 Oct,2022	<b>KarwaChauth</b> <b>Sunday</b>
3 <sup>rd</sup> Week 17 Oct - 21 Oct	<ul style="list-style-type: none"><li>● Ch 6: Wounded Plants</li><li>● Revision: Ch 9-10</li><li>● Grammar: Adverb, Past Perfect Tense, Past p\PerfectContinuous Tense</li></ul>
22 Oct - 26 Oct	<b>Diwali Break</b>
4 <sup>th</sup> Week 27 Oct - 31 Oct	<ul style="list-style-type: none"><li>● Assignment I</li><li>● Revision Ch 5-6</li><li>● Grammar: Prepositions, Simple Future Tense, Future Continuous Tense</li></ul>
30 Oct, 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Dr. Isha

Class- B.A. I(Section A & C)

Subject- English

Paper- English

November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	<b>Haryana Day</b>
1 <sup>st</sup> Week 2 Nov - 5 Nov	<ul style="list-style-type: none"><li>● Ch 8: Great Books Born Out of Great Minds</li><li>● Grammar: Future Perfect Tense, Future Perfect Continuous Tense, Conjunctions, Interjections</li></ul>
6 Nov, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7 Nov – 12 Nov	<ul style="list-style-type: none"><li>● Revision: Ch 7-8</li><li>● Revision of grammar: Noun, Pronoun, Prefix, Suffix, Tense (I)</li><li>● Assignment II</li></ul>
8 Nov,2022 13 Nov, 2022	<b>Sh. Guru Nanak Dev jayanti Sunday</b>
3 <sup>rd</sup> Week 14 Nov - 19 Nov	<ul style="list-style-type: none"><li>● Revision of grammar: Tenses (II), Verbs, Adverbs</li><li>● Class Tests</li></ul>
20 Nov, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 21 Nov - 26 Nov	<ul style="list-style-type: none"><li>● Revision of grammar: Tenses (III) Prepositions, Conjunctions, Interjections</li><li>● Class Tests</li></ul>
27 Nov, 2022	<b>Sunday</b>
5 <sup>th</sup> Week 28 Nov – 3 Dec	<b>Sessional Exams</b>
4 Dec, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Dec - 10 Dec	<ul style="list-style-type: none"><li>● Preparatory days: Revision of syllabus</li></ul>
3 <sup>rd</sup> Week 15 Dec,2022 Onwards	<b>University Examination</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Ms. Shivangi

Class-B.A. I (Section B & D)

Subject - English

Paper- English

September, 2022 1 <sup>st</sup> Week 1 Sept-3 Sept	<ul style="list-style-type: none"><li>● Introduction to the syllabus</li><li>● Discussion on the pattern of the exam</li></ul>
4 Sept, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Sept- 10 Sept	<ul style="list-style-type: none"><li>● Ch 1: Speech Sounds</li><li>● Vowels ( Pure Vowels and Diphthongs), Consonants, Syllables</li><li>● Practice of Phonetic Transcription</li></ul>
11 Sept, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Sept-17 Sept	<ul style="list-style-type: none"><li>● Ch 2: Choosing Our Universe</li><li>● Ch 3: Are Dams the Temples Modern India?</li><li>● Grammar: Prefix, Suffix, Noun, Simple Present Tense</li></ul>
18 Sept, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19 Sept-24 Sept	<ul style="list-style-type: none"><li>● Ch 4: The Generation Gap</li><li>● Ch 10: Bharat Mata</li><li>● Grammar: Pronoun, Present Continuous Tense, Phrasal Verbs</li></ul>
23 Sept,2022 25 Sept, 2022 26 Sept, 2022	<b>Shaheedi Divas/ Haryana War Heroes' Martyrdom Day</b> <b>Sunday</b> <b>MaharanaAgrasenJayanti</b>
5 <sup>th</sup> Week 27 Sept - 29 Sept	<ul style="list-style-type: none"><li>● Revision: Ch 1-2</li><li>● Essay Writing</li></ul>
30 Sept, 2022	<b>Talent show</b>



# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Ms. Shivangi

Class- B.A. I(Section B & D)

Subject- English

Paper- English

October, 2022 1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct, 2022	<b>Sunday</b>
1 <sup>st</sup> Week ● 3 Oct - 8 Oct	<ul style="list-style-type: none"> <li>● Ch 9: The Responsibility of Young Men</li> <li>● Ch 5: Language and National Identity</li> <li>● Grammar: Adjective, Present Perfect Tense, Present Perfect Continuous Tense</li> </ul>
5 Oct,2022 9 Oct,2022	<b>Dussehra Sunday</b>
2 <sup>nd</sup> Week 10 Oct - 15 Oct	<ul style="list-style-type: none"> <li>● Ch 7: Playing the English Gentleman</li> <li>● Revision: Ch 3-4</li> <li>● Grammar: Verbs, Simple Past Tense, Past Continuous Tense</li> </ul>
13 Oct, 2022 16 Oct,2022	<b>KarwaChauth Sunday</b>
3 <sup>rd</sup> Week 17 Oct - 21 Oct	<ul style="list-style-type: none"> <li>● Ch 6: Wounded Plants</li> <li>● Revision: Ch 9-10</li> <li>● Grammar: Adverb, Past Perfect Tense, Past p\PerfectContinuous Tense</li> </ul>
22 Oct - 26 Oct	<b>Diwali Break</b>
4 <sup>th</sup> Week 27 Oct - 31 Oct	<ul style="list-style-type: none"> <li>● Assignment I</li> <li>● Revision Ch 5-6</li> <li>● Grammar: Prepositions, Simple Future Tense, Future Continuous Tense</li> </ul>
30 Oct, 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Ms. Shivangi

Class- B.A. I(Section B & D)

Subject- English

Paper- English

November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	Haryana Day
1 <sup>st</sup> Week 2 Nov - 5 Nov	<ul style="list-style-type: none"><li>● Ch 8: Great Books Born Out of Great Minds</li><li>● Grammar: Future Perfect Tense, Future Perfect Continuous Tense, Conjunctions, Interjections</li></ul>
6 Nov, 2022	Sunday
2 <sup>nd</sup> Week 7 Nov – 12 Nov	<ul style="list-style-type: none"><li>● Revision: Ch 7-8</li><li>● Revision of grammar: Noun, Pronoun, Prefix, Suffix, Tense (I)</li><li>● Assignment II</li></ul>
8 Nov,2022 13 Nov, 2022	Sh. Guru Nanak Dev jayanti Sunday
3 <sup>rd</sup> Week 14 Nov - 19 Nov	<ul style="list-style-type: none"><li>● Revision of grammar: Tenses (II), Verbs, Adverbs</li><li>● Class Tests</li></ul>
20 Nov, 2022	Sunday
4 <sup>th</sup> Week 21 Nov - 26 Nov	<ul style="list-style-type: none"><li>● Revision of grammar: Tenses (III) Prepositions, Conjunctions, Interjections</li><li>● Class Tests</li></ul>
27 Nov, 2022	Sunday
5 <sup>th</sup> Week 28 Nov – 3 Dec	Sessional Exams
4 Dec, 2022	Sunday
2 <sup>nd</sup> Week 5 Dec - 10 Dec	<ul style="list-style-type: none"><li>● Preparatory days: Revision of syllabus</li></ul>
3 <sup>rd</sup> Week 15 Dec,2022 Onwards	University Examination

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Nitasha

Class- MA SemIII

Subject- English

Paper- XI, Critical Theory (Part 1)

September, 2022 1 <sup>st</sup> Week 1 Sept-3 Sept	Introduction to the concept of Criticism
4 Sept, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Sept- 10 Sept	Introduction on Aristotle as a critic. Text of <b>Poetics</b> with detailed analysis
11 Sept, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Sept-17 Sept	Text of <b>Poetics</b> with detailed analysis
18 Sept, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19 Sept-24 Sept	Text of <b>Poetics</b> with detailed analysis  Discussion on Related Questions
23 Sept,2022 25 Sept, 2022 26 Sept, 2022	<b>Shaheedi Divas/ Haryana War Heroes' Martyrdom Day</b> <b>Sunday</b> <b>MaharanaAgrasenJayanti</b>
5 <sup>th</sup> Week 27 Sept - 29 Sept	Introduction on Horace as a critic. Text of <b>Ars Poetics</b> with detailed analysis
30 Sept, 2022	<b>Talent show</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Nitasha

Class- - MA Sem III

Subject- English

Paper- Paper- XI, Critical Theory (Part 1)

October, 2022	
1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct, 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3 Oct - 8 Oct	Text of <b>Ars Poetics</b> with detailed analysis
5 Oct,2022 9 Oct,2022	<b>Dussehra Sunday</b>
2 <sup>nd</sup> Week 10 Oct - 15 Oct	Text of <b>Ars Poetics</b> with detailed analysis
13 Oct, 2022 16 Oct,2022	<b>KarwaChauth Sunday</b>
3 <sup>rd</sup> Week 17 Oct - 21 Oct	Discussion on Related Questions  Test
22 Oct - 26 Oct	<b>Diwali Break</b>
4 <sup>th</sup> Week 27 Oct - 31 Oct	Introduction on Dr. Johnson as a critic. Text of <b>Preface to Shakespeare</b> with detailed analysis
30 Oct, 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Nitasha

Class- MA Sem III

Subject- English

Paper- XI, Critical Theory (Part 1)

November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	Haryana Day
1 <sup>st</sup> Week 2 Nov - 5 Nov	Text of <b>Preface to Shakespeare</b> with detailed analysis
6 Nov, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7 Nov – 12 Nov	Text of <b>Preface to Shakespeare</b> with detailed analysis
8 Nov, 2022 13 Nov, 2022	<b>Sh. Guru Nanak Dev jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 14 Nov - 19 Nov	Discussion on Related Questions  Seminar
20 Nov, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 21 Nov - 26 Nov	Introduction on Bharatmuni as a critic. Text of <b>Natyashastra</b> with detailed analysis of Chapters prescribed in syllabus
27 Nov, 2022	<b>Sunday</b>
5 <sup>th</sup> Week 28 Nov – 3 Dec	<b>Sessional Exams</b>
4 Dec, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Dec - 10 Dec	Text of <b>Natyashastra</b> with detailed analysis of Chapters prescribed in syllabus
11 Dec, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Dec- 17 Dec	Text of <b>Natyashastra</b> with detailed analysis of Chapters prescribed in syllabus
18 Dec, 2022	<b>Sunday</b>
4 <sup>th</sup> week 19 Dec- 24 Dec	Discussion on Related Questions Revision
25 Dec, 2022 Onwards	<b>University Examination</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Nitasha

Class- MA Sem III

Subject- English

Paper- XII American literature (Part 1)

September, 2022 1 <sup>st</sup> Week 1 Sept-3 Sept	Introduction to American Literature
4 Sept, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Sept- 10 Sept	Introduction on Walt Whitman as a Poet. Text of prescribed poems with critical analysis
11 Sept, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Sept-17 Sept	Text of prescribed poems with critical analysis
18 Sept, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19 Sept-24 Sept	Discussion on Related Questions
23 Sept,2022 25 Sept, 2022 26 Sept, 2022	<b>Shaheedi Divas/ Haryana War Heroes' Martyrdom Day</b> <b>Sunday</b> <b>MaharanaAgrasenJayanti</b>
5 <sup>th</sup> Week 27 Sept - 29 Sept	Introduction on Emily Dickinson as a Poet. Text of prescribed poems with critical analysis
30 Sept, 2022	<b>Talent show</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Nitasha

Class- - MA Sem III

Subject- English

Paper- Paper- - XII American literature (Part 1)

October, 2022	
1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct, 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3 Oct - 8 Oct	Text of prescribed poems with critical analysis
5 Oct,2022 9 Oct,2022	<b>Dussehra Sunday</b>
2 <sup>nd</sup> Week 10 Oct - 15 Oct	Text of prescribed poems with critical analysis
13 Oct, 2022 16 Oct,2022	<b>KarwaChauth Sunday</b>
3 <sup>rd</sup> Week 17 Oct - 21 Oct	Discussion on Related Questions <b>Test</b>
22 Oct - 26 Oct	<b>Diwali Break</b>
4 <sup>th</sup> Week 27 Oct - 31 Oct	Introduction on Henry James as a novelist. Chapterwise detailed analysis of the Text <b>The Portrait Of a Lady</b>
30 Oct, 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Nitasha

Class-MA Sem III

Subject- English

Paper- XII American literature (Part 1)

November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	Haryana Day
1 <sup>st</sup> Week 2 Nov - 5 Nov	Chapterwise detailed analysis of the Text
6 Nov, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7 Nov – 12 Nov	Chapterwise detailed analysis of the Text
8 Nov,2022 13 Nov, 2022	<b>Sh. Guru Nanak Dev jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 14 Nov - 19 Nov	Discussion on Related Questions
20 Nov,2022	<b>Sunday</b>
4 <sup>th</sup> Week 21 Nov - 26 Nov	Introduction on Daniel Defoe as a novelist. Chapterwise detailed analysis of the Text <b>The Adventures of Huckleberry Finn</b>
27 Nov, 2022	<b>Sunday</b>
5 <sup>th</sup> Week 28 Nov – 3 Dec	<b>Sessional Exams</b>  Seminar
4 Dec, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Dec - 10 Dec	Chapterwise detailed analysis of the Text <b>The Adventures of Huckleberry Finn</b>
11 Dec, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Dec- 17 Dec	Chapterwise detailed analysis of the Text <b>The Adventures of Huckleberry Finn</b>
18 Dec, 2022	<b>Sunday</b>
4 <sup>th</sup> week 19 Dec- 24 Dec	Discussion on Related Questions and revision
25 Dec,2022 Onwards	<b>University Examination</b>



# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Nitasha

Class- MA Sem III

Subject- English

Paper- XIII Indian Writing In English (Part 1)

September, 2022 1 <sup>st</sup> Week 1 Sept-3 Sept	Introduction to Indian Writing In English
4 Sept, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Sept- 10 Sept	Introduction on JayantMahapatra as a Poet. Text of prescribed poems with critical analysis
11 Sept, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Sept-17 Sept	Text of prescribed poems with critical analysis
18 Sept, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19 Sept-24 Sept	Discussion on Related Questions
23 Sept,2022 25 Sept, 2022 26 Sept, 2022	<b>Shaheedi Divas/ Haryana War Heroes' Martyrdom Day</b> <b>Sunday</b> <b>MaharanaAgrasenJayanti</b>
5 <sup>th</sup> Week 27 Sept - 29 Sept	Introduction on Kamla Das as a Poet. Text of prescribed poems with critical analysis
30 Sept, 2022	<b>Talent show</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Nitasha

Class- - MA Sem III

Subject- English

Paper- Paper- XIII Indian Writing In English (Part 1)

October, 2022	
1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct, 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3 Oct - 8 Oct	Text of prescribed poems with critical analysis
5 Oct,2022 9 Oct,2022	<b>Dussehra Sunday</b>
2 <sup>nd</sup> Week 10 Oct - 15 Oct	Text of prescribed poems with critical analysis
13 Oct, 2022 16 Oct,2022	<b>KarwaChauth Sunday</b>
3 <sup>rd</sup> Week 17 Oct - 21 Oct	Discussion on Related Questions Test
22 Oct - 26 Oct	<b>Diwali Break</b>
4 <sup>th</sup> Week 27 Oct - 31 Oct	Introduction on Mulk Raj Anand as a novelist. Chapterwise detailed analysis of the Text <b>Coolie</b>
30 Oct, 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Nitasha

Class- MA Sem III

Subject- English

Paper -XIII Indian Writing In English (Part 1)

November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	Haryana Day
1 <sup>st</sup> Week 2 Nov - 5 Nov	Chapterwise detailed analysis of the Text
6 Nov, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7 Nov – 12 Nov	Chapterwise detailed analysis of the Text
8 Nov,2022 13 Nov, 2022	<b>Sh. Guru Nanak Dev jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 14 Nov - 19 Nov	Discussion on Related Questions
20 Nov, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 21 Nov - 26 Nov	Introduction on Aurbindo Ghosh as a novelist. Critical analysis of section prescribed in syllabus of the poem <b>Savitri</b>
27 Nov, 2022	<b>Sunday</b>
5 <sup>th</sup> Week 28 Nov – 3 Dec	<b>Sessional Exams</b>  Seminar
4 Dec, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Dec - 10 Dec	Critical analysis of section prescribed in syllabus of the poem <b>Savitri</b>
11 Dec, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Dec- 17 Dec	Critical analysis of section prescribed in syllabus of the poem <b>Savitri</b>
18 Dec, 2022	<b>Sunday</b>
4 <sup>th</sup> week 19 Dec- 24 Dec	Discussion on Related Questions and revision
25 Dec,2022 Onwards	<b>University Examination</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Mrs Vandana Rana

Class- MA Semester iii

Subject- English

Paper- XIV (English Language Part 1)

September, 2022 1 <sup>st</sup> Week 1 Sept-3 Sept	Introduction to English Language
4 Sept, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Sept- 10 Sept	Phonetics: Speech Mechanism
11 Sept, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Sept-17 Sept	Phonetics: Speech Mechanism
18 Sept, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19 Sept-24 Sept	Role of different organs of speech in articulation of speech sounds
23 Sept, 2022 25 Sept, 2022 26 Sept, 2022	<b>Shaheedi Divas/ Haryana War Heroes' Martyrdom Day</b> <b>Sunday</b> <b>MaharanaAgrasenJayanti</b>
5 <sup>th</sup> Week 27 Sept - 29 Sept	Role of different organs of speech in articulation of speech sounds
30 Sept, 2022	<b>Talent show</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Mrs. Vandana Rana

Class- MA Semester iii

Subject- English

Paper- XIV (English Language Part 1)

October, 2022	
1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct, 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3 Oct - 8 Oct	Description of speech sounds in English language : vowels and consonants
5 Oct,2022 9 Oct,2022	<b>Dussehra Sunday</b>
2 <sup>nd</sup> Week 10 Oct - 15 Oct	Description of speech sounds in English language : vowels and consonants <b>First presentation for internal assessment</b>
13 Oct, 2022 16 Oct,2022	<b>KarwaChauth Sunday</b>
3 <sup>rd</sup> Week 17 Oct - 21 Oct	Study of syllables, primary stress, and transcription of words
22 Oct - 26 Oct	<b>Diwali Break</b>
4 <sup>th</sup> Week 27 Oct - 31 Oct	Intonation and its functions
30 Oct, 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Mrs. Vandana Rana

Class- MA Semester iii

Subject- English

Paper- XIV (English Language Part 1)

November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	Haryana Day
1 <sup>st</sup> Week 2 Nov - 5 Nov	Marking tones in sentences.
6 Nov, 2022	Sunday
2 <sup>nd</sup> Week 7 Nov – 12 Nov	History of English Language Second presentation for internal assessment
8 Nov,2022 13 Nov, 2022	Sh. Guru Nanak Dev jayanti Sunday
3 <sup>rd</sup> Week 14 Nov - 19 Nov	History of English Language
20 Nov,2022	Sunday
4 <sup>th</sup> Week 21 Nov - 26 Nov	Word formation process
27 Nov, 2022	Sunday
5 <sup>th</sup> Week 28 Nov – 3 Dec	Sessional Exams
4 Dec, 2022	Sunday
2 <sup>nd</sup> Week 5 Dec - 10 Dec	Word formation process
11 Dec, 2022	Sunday
3 <sup>rd</sup> Week 12 Dec- 17 Dec	Translation Hindi to English
18 Dec, 2022	Sunday
4 <sup>th</sup> week 19 Dec- 24 Dec	Revision
25 Dec,2022 Onwards	University Examination

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Mrs. Vandana Rana

Class- MA Semester iii

Subject- English

Paper- XV (Literature and Gender Part 1)

September, 2022 1 <sup>st</sup> Week 1 Sept-3 Sept	Introduction to the concept of Feminism
4 Sept, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Sept- 10 Sept	Detailed study of the text <i>A Room of One's Own</i> – Chapter 1
11 Sept, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Sept-17 Sept	Detailed study of the text <i>A Room of One's Own</i> – Chapter 2&3
18 Sept, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19 Sept-24 Sept	Detailed study of the text <i>A Room of One's Own</i> – Chapter 4
23 Sept,2022 25 Sept, 2022 26 Sept, 2022	<b>Shaheedi Divas/ Haryana War Heroes' Martyrdom Day</b> <b>Sunday</b> <b>MaharanaAgrasenJayanti</b>
5 <sup>th</sup> Week 27 Sept - 29 Sept	Detailed study of the text <i>A Room of One's Own</i> – Chapter 5
30 Sept, 2022	<b>Talent show</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Mrs. Vandana Rana

Class- MA Semester iii

Subject- English

Paper- XV (Literature and Gender Part 1)

October, 2022	
1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct, 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3 Oct - 8 Oct	Detailed study of the text <i>A Room of One's Own</i> – Chapter 6
5 Oct,2022 9 Oct,2022	<b>Dussehra Sunday</b>
2 <sup>nd</sup> Week 10 Oct - 15 Oct	<b>First presentation for internal assessment</b> <i>Jane Eyre</i> by Charlotte Bronte : An introduction followed by analysis of chapters in volume one
13 Oct, 2022 16 Oct,2022	<b>KarwaChauth Sunday</b>
3 <sup>rd</sup> Week 17 Oct - 21 Oct	<i>Jane Eyre</i> by Charlotte Bronte : An introduction followed by analysis of chapters in volume two
22 Oct - 26 Oct	<b>Diwali Break</b>
4 <sup>th</sup> Week 27 Oct - 31 Oct	<i>Jane Eyre</i> by Charlotte Bronte : An introduction followed by analysis of chapters in volume three
30 Oct, 2022	<b>Sunday</b>



# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Mrs. Vandana Rana

Class- MA Semester iii

Subject- English

Paper- XV (Literature and Gender Part 1)

November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	Haryana Day
1 <sup>st</sup> Week 2 Nov - 5 Nov	Discussion of the complete novel with reference to feminist theory
6 Nov, 2022	Sunday
2 <sup>nd</sup> Week 7 Nov – 12 Nov	<b>Second presentation for internal assessment</b> <i>To the Lighthouse</i> by Virginia Woolf : An introduction with special focus on the structure of the novel; its three parts
8 Nov, 2022 13 Nov, 2022	<b>Sh. Guru Nanak Dev jayanti</b> Sunday
3 <sup>rd</sup> Week 14 Nov - 19 Nov	<i>To the Lighthouse</i> by Virginia Woolf : analysis of key sections of the text with regard to Woolf's ideas about feminism
20 Nov, 2022	Sunday
4 <sup>th</sup> Week 21 Nov - 26 Nov	<i>To the Lighthouse</i> by Virginia Woolf: discussion on the different characters in the novel – Mrs Ramsay, Lily Briscoe, Mr Ramsay, the charwoman, the Ramsay children, the guests at the Ramsay household. Discussion about the Lighthouse as a symbol
27 Nov, 2022	Sunday
5 <sup>th</sup> Week 28 Nov – 3 Dec	Sessional Exams
4 Dec, 2022	Sunday
2 <sup>nd</sup> Week 5 Dec - 10 Dec	<i>The Golden Notebook</i> by Dorris Lessing : An introduction followed by the analysis of the structure of the novel and its female characters
11 Dec, 2022	Sunday
3 <sup>rd</sup> Week 12 Dec- 17 Dec	<i>The Golden Notebook</i> by Dorris Lessing: discussion about the presentation of internal and external conflicts encountered by the modern woman in the novel
18 Dec, 2022	Sunday
4 <sup>th</sup> week 19 Dec- 24 Dec	Revision
25 Dec, 2022 Onwards	University Examination

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Kiran

Subject- Communication Skills

Paper- BVCOM1

Class- B.Voc.I<sup>st</sup> Sem

September, 2022 1 <sup>st</sup> Week 1 Sept-3 Sept	Common Errors in English
4 Sept, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Sept- 10 Sept	Principle of Proximity between Subject & Verb
11 Sept, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Sept-17 Sept	Idioms & Phrases Words often Confuse
18 Sept, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19 Sept-24 Sept	One word substitute Formation of words
23 Sept,2022 25 Sept, 2022 26 Sept, 2022	<b>Shaheedi Divas/ Haryana War Heroes' Martyrdom Day</b> <b>Sunday</b> <b>MaharanaAgrasenJayanti</b>
5 <sup>th</sup> Week 27 Sept - 29 Sept	Communication & Its Importance, One Way and Two way Communication
30 Sept, 2022	<b>Talent show</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Kiran

Subject- Communication Skills

Paper- BVCOM1

Class- B.Voc.I<sup>st</sup> Sem

October, 2022	
1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct, 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3 Oct - 8 Oct	<b>Essentials of Good Communication, Methods of Communication</b>
5 Oct,2022 9 Oct,2022	<b>Dussehra Sunday</b>
2 <sup>nd</sup> Week 10 Oct - 15 Oct	<b>Transcriptions, Word Accent</b>
13 Oct, 2022 16 Oct,2022	<b>KarwaChauth Sunday</b>
3 <sup>rd</sup> Week 17 Oct - 21 Oct	<b>Intonation, Weak Forms in English</b>
22 Oct - 26 Oct	<b>Diwali Break</b>
4 <sup>th</sup> Week 27 Oct - 31 Oct	<b>Activities as developing outlines, Key Expressions, Slogan writing &amp; Theme Building exercises</b>
30 Oct, 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Kiran

Subject- Communication Skills

Paper- BVCOM1

Class- B.Voc.I<sup>st</sup> Sem

November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	Haryana Day
1 <sup>st</sup> Week 2 Nov - 5 Nov	Dialogue Writing & Practice, Interpreting pictures / cartoons
6 Nov, 2022	Sunday
2 <sup>nd</sup> Week 7 Nov – 12 Nov	Short Dialogue Practices, Debates on random topics
8 Nov,2022 13 Nov, 2022	Sh. Guru Nanak Dev jayanti Sunday
3 <sup>rd</sup> Week 14 Nov - 19 Nov	Speeches Listening to news bulletins
20 Nov,2022	Sunday
4 <sup>th</sup> Week 21 Nov - 26 Nov	Mock Interview Practices
27 Nov, 2022	Sunday
5 <sup>th</sup> Week 28 Nov – 3 Dec	Sessional Exams
4 Dec, 2022	Sunday
2 <sup>nd</sup> Week 5 Dec - 10 Dec	Revision
S3 <sup>rd</sup> Week 15 Dec,2022 Onwards	University Examination

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Kiran

Subject – Communication Skills

Paper – BVCOM3

Class – B.Voc. V<sup>th</sup> Sem

September, 2022 1 <sup>st</sup> Week 1 Sept-3 Sept	Communication Skills in English
4 Sept, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Sept- 10 Sept	The importance of English, English as the first and second language, Uses of English
11 Sept, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Sept-17 Sept	Listening Skills
18 Sept, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19 Sept-24 Sept	Reading Skills
23 Sept,2022 25 Sept, 2022 26 Sept, 2022	<b>Shaheedi Divas/ Haryana War Heroes' Martyrdom Day</b> <b>Sunday</b> <b>MaharanaAgrasenJayanti</b>
5 <sup>th</sup> Week 27 Sept - 29 Sept	Parts of Speech , Articles, Types of sentences
30 Sept, 2022	<b>Talent show</b>

## KVA DAV College for Women, Karnal

### Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Kiran

Subject – Communication Skills

Paper – BVCOM3

Class – B.Voc. V<sup>th</sup> Sem

October, 2022	
1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct, 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3 Oct - 8 Oct	Paragraph Writing, Precis Writing
5 Oct,2022 9 Oct,2022	<b>Dussehra</b> <b>Sunday</b>
2 <sup>nd</sup> Week 10 Oct - 15 Oct	Email, Resume Writing
13 Oct, 2022 16 Oct,2022	<b>KarwaChauth</b> <b>Sunday</b>
3 <sup>rd</sup> Week 17 Oct - 21 Oct	Speaking Skills
22 Oct - 26 Oct	<b>Diwali Break</b>
4 <sup>th</sup> Week 27 Oct - 31 Oct	Punctuations, Vocabulary, Idioms & Phrases , One word substitution
30 Oct, 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Kiran

Subject – Communication Skills

Paper – BVCOM3

Class – B.Voc. V<sup>th</sup> Sem

November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	Haryana Day
1 <sup>st</sup> Week 2 Nov - 5 Nov	Writing Practices
6 Nov, 2022	Sunday
2 <sup>nd</sup> Week 7 Nov – 12 Nov	Listening Practices
8 Nov, 2022 13 Nov, 2022	Sh. Guru Nanak Dev jayanti Sunday
3 <sup>rd</sup> Week 14 Nov - 19 Nov	Reading Practices
20 Nov, 2022	Sunday
4 <sup>th</sup> Week 21 Nov - 26 Nov	Speaking Practice
27 Nov, 2022	Sunday
5 <sup>th</sup> Week 28 Nov – 3 Dec	Sessional Exams
4 Dec, 2022	Sunday
2 <sup>nd</sup> Week 5 Dec - 10 Dec	Revision
3 <sup>rd</sup> Week 15 Dec, 2022 Onwards	University Examination

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher – Ms. Kiran

Subject- Communicative English

Paper- BCA-103

Class- BCA I<sup>st</sup> Sem

September, 2022 1 <sup>st</sup> Week 1 Sept-3 Sept	Paragraph Writing and text composition Reflections : Chapter 1 & 2 Email Writing, Short Question Answers from Chapters 1&2
4 Sept, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Sept- 10 Sept	Reflections: Chapter 3 & 4 English in Situation Role Play Activities
11 Sept, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Sept-17 Sept	Short Questions Answers from Chapters 3 <sup>rd</sup> &4 <sup>th</sup> Long Questions from text
18 Sept, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19 Sept-24 Sept	Chapter 5 <sup>th</sup> & 6 <sup>th</sup> Test of Chapters 1 &2
23 Sept,2022 25 Sept, 2022 26 Sept, 2022	<b>Shaheedi Divas/ Haryana War Heroes' Martyrdom Day</b> <b>Sunday</b> <b>MaharanaAgrasenJayanti</b>
5 <sup>th</sup> Week 27 Sept - 29 Sept	Short Questions Answers from Chapter 5 <sup>th</sup> & 6 <sup>th</sup> Chapter 7 <sup>th</sup> and 8 <sup>th</sup> Short & Long Questions Answers from Chapter 7 <sup>th</sup> & 8 <sup>th</sup>
30 Sept, 2022	<b>Talent show</b>



# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Ms. Kiran

Subject- Communicative English

Paper- BCA-103

Class- BCA I<sup>st</sup> Sem

October, 2022	
1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct, 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3 Oct - 8 Oct	RTI 2005 Case Study of RTI 2005 Group Discussions on Random Topics
5 Oct,2022 9 Oct,2022	<b>Dussehra</b> <b>Sunday</b>
2 <sup>nd</sup> Week 10 Oct - 15 Oct	Voice Reported Speech RTI 2005 Revision
13 Oct, 2022 16 Oct,2022	<b>KarwaChauth</b> <b>Sunday</b>
3 <sup>rd</sup> Week 17 Oct - 21 Oct	Chapter 9 and Short & Long Questions Answers Practical Use of Email & Texts messages composition Paragraph Writing
22 Oct - 26 Oct	<b>Diwali Break</b>
4 <sup>th</sup> Week 27 Oct - 31 Oct	Test of Chapter 3 <sup>rd</sup> and 4 <sup>th</sup> Dialogue writing practices Comprehension Passages Reference to the context
30 Oct, 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Ms. Kiran

Subject- Communicative English

Paper- BCA-103

Class- BCA I<sup>st</sup> Sem

November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	<b>Haryana Day</b>
1 <sup>st</sup> Week 2 Nov - 5 Nov	Test of Chapters 5 <sup>th</sup> & 6 <sup>th</sup> English in situation practice Role Play Activity & Students interaction in English in imaginary situations
6 Nov, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7 Nov – 12 Nov	Revision of RTI 2005 Chapter 10
8 Nov, 2022 13 Nov, 2022	<b>Sh. Guru Nanak Dev jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 14 Nov - 19 Nov	Chapter 10 Short & Long Questions & Answers from Chapter 10
20 Nov, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 21 Nov - 26 Nov	Test of chapter 9 Comprehension passages practices
27 Nov, 2022	<b>Sunday</b>
5 <sup>th</sup> Week 28 Nov – 3 Dec	<b>Sessional Exam</b>
4 Dec, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Dec - 10 Dec	Case study of RTI Revision of previous topics
3 <sup>rd</sup> Week 15 Dec, 2022 Onwards	<b>University Examination</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Ms. Kiran  
Class - BSc I: Non- Medical and CS  
Subject – English; Textbook: *Chronicles of Time*  
Paper – English

September 2022 1 <sup>st</sup> Week 1-3 Sept.	- Introduction to Syllabus & Scheme of Examination - Defining Poetry. Differentiating various genres of Literature. For example: Poetry/Play/Novel/Short Story etc. - Introduction of Important Poetic Forms and Devices
4 Sept 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7-11 Sept.	- Parts of Speech through PPT - Prepositions and Exercises - Poem I: “Let Me Not to the Marriage of True Minds” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers)
11 Sept 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 14-17 Sept.	- Common Phrasal Verbs - Poem II “Death Be Not Proud” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers)
18 Sept 2022	<b>Sunday</b>
4 <sup>th</sup> Week 21-24 Sept.	- Poem III: “On His Blindness” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem I, II
23 Sept 2022 25 Sept 2022 26 Sept 2022	<b>Shaheedi Divas/ Haryana War Heroes’ Martyrdom Day</b> <b>Sunday</b> <b>Maharana Agrasen Jayanti</b>
5 <sup>th</sup> Week 28-29 Sept.	- Revision of Poem III & Assignment I - Quiz of Poem I, II & III
30 Sept 2022	<b>Talent Show</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Ms. Kiran  
Class - BSc I: Non- Medical and CS  
Subject – English; Textbook: *Chronicles of Time*  
Paper - English

October, 2022	
1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct. 2022	<b>Sunday</b>
1 <sup>st</sup> Week 5-8 Oct.	- Poem IV: “The Retreat” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem IV & Oral Test -
5 Oct. 2022 9 Oct. 2022	<b>Dussehra</b> <b>Sunday</b>
2 <sup>nd</sup> Week 12-15 Oct.	- Poem V: “Shadwell” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers)
13 Oct. 2022 16 Oct. 2022	<b>Karwa Chauth</b> <b>Sunday</b>
3 <sup>rd</sup> Week 19-21 Oct.	- Poem VI: “Know Then Thyself” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem V, VI & <b>Assignment II</b>
22 Oct - 26 Oct.	<b>Diwali Break</b>
4 <sup>th</sup> Week 27-30 Oct.	- Poem VII: “The Little Black Boy” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem VII
30 Oct. 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December 2022)

Name of the Teacher – Ms. Kiran  
Class - BSc I: Non- Medical and CS  
Subject – English; Textbook: *Chronicles of Time*  
Paper - English

November 2022 1 <sup>st</sup> Week 1 Nov. 2022	<b>Haryana Day</b>
1 <sup>st</sup> Week 2-5 Nov.	- Class Test of Poem V, VI, VII - Poem VIII: “Three Years She Grew in Sun and Shower” (Introduction to the Poet, Summary of the Poem)
6 Nov. 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 9-12 Nov.	- Poem VIII: “Three Years She Grew in Sun and Shower” (Text, Reference to the Context, Question-Answers)
8 Nov. 2022 13 Nov. 2022	<b>Sh. Guru Nanak Dev Jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 16-20 Nov.	- Poem IX: “England in 1819” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem VIII & IX - Quiz Contest of Poem VIII & IX
20 Nov. 2022	<b>Sunday</b>
4 <sup>th</sup> Week 23-27 Nov.	- Paragraph Writing through PPT & Group Discussion on various topics
27 Nov. 2022	<b>Sunday</b>
5 <sup>th</sup> Week 28 Nov.-3 Dec.	<b>Sessional Exams</b>
4 Dec. 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7-10 Dec.	- Common Errors in English & its Practice - Poem X: “Crossing the Bar” (Introduction to the Poet, Summary of the Poem, Text, Reference to the Context, Question-Answers) - Revision of Poem X: “Crossing the Bar” & Oral Test
11 Dec. 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 14-17 Dec.	- Revision of Poems - Revision of Grammar
18 Dec. 2022	<b>Sunday</b>
4 <sup>th</sup> Week 19-24 Dec.	- Problems/Discussions of Previous Years’ Question Papers
25 Dec. 2022 Onwards	<b>University Examination</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (November-2022 to January, 2023)

Name of the Teacher – Ku Priyanka

Class- M.A Previous (Semester-1)

Subject- English

Paper- Literature in English (1550-1660 Part-1)

November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	<b>Haryana Day</b>
1 <sup>st</sup> Week 2 Nov - 5 Nov	General Introduction to literature and explanation of various poetic devices.  Introduction to Elizabethan literature.
6 Nov, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7 Nov – 12 Nov	Philip Sidney- A detailed study of Astrophil and Stella (selected sonnets).
8 Nov,2022 13 Nov, 2022	<b>Sh. Guru Nanak Dev jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 14 Nov - 19 Nov	Philip Sidney- A detailed study of Astrophil and Stella (selected sonnets).
20 Nov, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 21 Nov - 26 Nov	Philip Sidney- A detailed study of Astrophil and Stella (selected sonnets).
27 Nov, 2022	<b>Sunday</b>
5 <sup>th</sup> Week 28 Nov – 3 Dec	Dr. Faustus by Christopher Marlowe- Act wise analysis.
4 Dec, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Dec - 10 Dec	Dr. Faustus by Christopher Marlowe- discussion on Marlowe’s technique as a dramatist.
11 Dec,2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Dec-17 Dec	<b>Sessional Exam</b>
18 Dec,2022	<b>Sunday</b>
4 <sup>th</sup> week 19 Dec- 24 Dec	Dr. Faustus by Christopher Marlowe- discussion of important text based questions.
25 Dec, 2022	<b>Sunday</b>
5 <sup>th</sup> week 26 Dec- 31 Dec	Twelfth Night by Shakespeare Act 1 to 3.

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (November-2022 to January-2023)

Name of the Teacher – Ku Priyanka

Class- M.A, Previous (Semester- 1)

Subject- English

Paper- Literature in English 1550-1660 Part-1

1 Jan, 2023	<b>Sunday</b>
1 <sup>st</sup> Week 2 Jan- 7 Jan 2023	Twelfth Night by Shakespeare Act 4 & 5 and important text based questions. Paradise Lost by John Milton- an overview.
8 Jan, 2023	<b>Sunday</b>
2 <sup>nd</sup> Week 9 Jan- 14 Jan 2023	Paradise Lost book 1- detailed analysis and discussion of selected text based question.

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (November-2022 to January, 2023)

Name of the Teacher – Ku Priyanka

Class- M.A. Previous, Semester-1

Subject- English

Paper- Study of Genre- fiction part-1

November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	Haryana Day
1 <sup>st</sup> Week 2 Nov - 5 Nov	Aspect of the novel- As a theory on the art of novel.
6 Nov, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7 Nov – 12 Nov	Aspect of the novel- The key features of characterization.
8 Nov,2022 13 Nov, 2022	<b>Sh. Guru Nanak Dev jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 14 Nov - 19 Nov	Aspect of the novel- Discussion of important text based questions.
20 Nov, 2022	<b>Sunday</b>
4 <sup>th</sup> Week 21 Nov - 26 Nov	Pride and prejudice- critical analysis of the text.
27 Nov, 2022	<b>Sunday</b>
5 <sup>th</sup> Week 28 Nov – 3 Dec	Pride and prejudice- discussion on important text based questions.
4 Dec, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Dec - 10 Dec	Scarlet letter- critical analysis of text.
11 Dec,2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Dec-17 Dec	<b>Sessional Exam</b>
18 Dec,2022	<b>Sunday</b>
4 <sup>th</sup> week 19 Dec- 24 Dec	Scarlet letter- discussion about themes, characters and text based questions.
25 Dec, 2022	<b>Sunday</b>
5 <sup>th</sup> week 26 Dec- 31 Dec	Portrait of the artist as a young man- critical analysis of text.



**KVA DAV College for Women, Karnal**  
**Lesson Plan for the Odd Semester**  
**(November-2022 to January-2023)**

**Name of the Teacher – Ku Priyanka**

**Class- M.A previous, semester-1**

**Subject- English**

**Paper- Study of a Genre- fiction part-1**

<b>1 Jan, 2023</b>	<b>Sunday</b>
<b>1<sup>st</sup> Week 2 Jan- 7 Jan 2023</b>	Portrait of the artist as a young man- discussion about themes and characters.
<b>8 Jan, 2023</b>	<b>Sunday</b>
<b>2<sup>nd</sup> Week 9 Jan- 14 Jan 2023</b>	Portrait of the artist as a young man- discussion on important text based questions.

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- BBA III

Subject- Business Communication- II

Paper- BBA-206

September, 2022 1 <sup>st</sup> Week 1 Sept-3 Sept	<ul style="list-style-type: none"><li>• 1<sup>st</sup> September Discussion on communication, Introduction of business communication</li><li>• 2<sup>nd</sup> September 4 aspects of business communication</li><li>• 3<sup>rd</sup> September Explanation on Basic forms of communication<ul style="list-style-type: none"><li>- Non-verbal communication</li><li>- Verbal communication</li></ul></li></ul>
4 Sept, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Sept- 10 Sept	<ul style="list-style-type: none"><li>• 5<sup>th</sup> September Distinguish between Verbal and Non-verbal communication</li><li>• 6<sup>th</sup> September Explaining the Scope of communication</li><li>• 7<sup>th</sup> September Short note on components or elements of communication</li><li>• 8<sup>th</sup> September Explanation of Importance of Business communication</li><li>• 9<sup>th</sup> September Description on Nature of Business communication</li><li>• 10<sup>th</sup> September Discussion on functions of business communication<ul style="list-style-type: none"><li>1) Internal function</li></ul></li></ul>
11 Sept, 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- BBA III

Subject- Business Communication- II

Paper- BBA-206

<p><b>3<sup>rd</sup> Week</b> <b>12 Sept-17 Sept</b></p>	<ul style="list-style-type: none"><li>• 12<sup>th</sup> September Discussion on functions of business communication 2) External function</li><li>• 13<sup>th</sup> September Explanation of Effective communication skills<ul style="list-style-type: none"><li>- Introduction</li><li>- Need of effective business communication</li></ul></li><li>• 14<sup>th</sup> September Importance of Effective business communication</li><li>• 15<sup>th</sup> September Short note on key elements of effective business communication</li><li>• 16<sup>th</sup> September Discussion on Foundation of Effective business communication</li><li>• 17<sup>th</sup> September Notes on Effective Business Communication Strategies</li></ul>
<p><b>18 Sept, 2022</b></p>	<p><b>Sunday</b></p>
<p><b>4<sup>th</sup> Week</b> <b>19 Sept-24 Sept</b></p>	<ul style="list-style-type: none"><li>• 19<sup>th</sup> September Notes on Essentials of Effective Business Communication</li><li>• 20<sup>th</sup> September Explanation of Seven C's of Effective Business Communication</li><li>• 21<sup>st</sup> September Process of communication</li><li>• 22<sup>nd</sup> September Advantages and disadvantages of oral communication</li><li>• 24<sup>th</sup> September Discussion on utility and forms of oral communication</li></ul>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- BBA III

Subject- Business Communication- II

Paper- BBA-206

23 Sept,2022 25 Sept, 2022 26 Sept, 2022	<b>Shaheedi Divas/ Haryana War Heroes' Martyrdom Day</b> <b>Sunday</b> <b>MaharanaAgrasenJayanti</b>
5 <sup>th</sup> Week 27 Sept - 29 Sept	<ul style="list-style-type: none"><li>• 27<sup>th</sup> September Discussion on Non-verbal communication</li><li>• 28<sup>th</sup> September Forms of non-verbal communication</li><li>• 29<sup>th</sup> September Advantages and Disadvantages of Non-verbal Communication</li></ul>
30 Sept, 2022	<b>Talent show</b>
October, 2022 1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct, 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3 Oct - 8 Oct	<ul style="list-style-type: none"><li>• 3<sup>rd</sup> October Definition of miscommunication</li><li>• 4<sup>th</sup> October Discussion on Why and how does miscommunication/Barriers arise?</li><li>• 6<sup>th</sup> October Explanation of Types of Barriers - Semantic or Language Barriers</li><li>• 7<sup>th</sup> October Explanation of Types of Barriers - Organisational barriers</li><li>• 8<sup>th</sup> October Explanation of Types of Barriers - Personal Barriers</li></ul>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- BBA III

Subject- Business Communication- II

Paper- BBA-206

5 Oct,2022 9 Oct,2022	<b>Dussehra Sunday</b>
2 <sup>nd</sup> Week 10 Oct - 15 Oct	<ul style="list-style-type: none"><li>• 10<sup>th</sup> October Explanation of Types of Barriers - Emotional or Perceptual Barriers</li><li>• 11<sup>th</sup> October Explanation of Types of Barriers - Physical Barriers</li><li>• 12<sup>th</sup> October How to remove Barriers to Communication</li><li>• 14<sup>th</sup> October Brief description on Do's and Don't of Business Writing</li><li>• 15<sup>th</sup> October Brief description on Do's and Don't of Business Writing</li></ul>
13 Oct, 2022 16 Oct,2022	<b>KarwaChauth Sunday</b>
3 <sup>rd</sup> Week 17 Oct - 21 Oct	<ul style="list-style-type: none"><li>• 17<sup>th</sup> October Brief introduction on Commercial letters</li><li>• 18<sup>th</sup> October Brief description on Physical appearance of Business letters</li><li>• 19<sup>th</sup> October Short note on the Layout of Business letter</li><li>• 20<sup>th</sup> October Explanation of Persuasive letters</li><li>• 21<sup>st</sup> October Notes on types of Persuasive Letters</li></ul>
22 Oct - 26 Oct	<b>Diwali Break</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- BBA III

Subject- Business Communication- II

Paper- BBA-206

<b>4<sup>th</sup> Week</b> <b>27 Oct - 31 Oct</b>	<ul style="list-style-type: none"><li>• 27<sup>th</sup> October Short note on Foundation of a successful sales letter</li><li>• 28<sup>th</sup> October Short note on Foundation of a successful sales letter</li><li>• 29<sup>th</sup> October Short note on Report writing</li><li>• 31<sup>st</sup> October Short note on Business Report Writing</li></ul>
<b>30 Oct, 2022</b>	<b>Sunday</b>
<b>November, 2022</b> <b>1<sup>st</sup> Week</b> <b>1 Nov, 2022</b>	<b>Haryana Day</b>
<b>1<sup>st</sup> Week</b> <b>2 Nov - 5 Nov</b>	<ul style="list-style-type: none"><li>• 2<sup>nd</sup> November Explanation of Objectives and Functions of Report</li><li>• 3<sup>rd</sup> November Explanation of Characteristics of Business Reports</li><li>• 4<sup>th</sup> November Brief description on Types of Business Reports</li><li>• 5<sup>th</sup> November Discussion on Good Business Reports</li></ul>
<b>6 Nov, 2022</b>	<b>Sunday</b>
<b>2<sup>nd</sup> Week</b> <b>7 Nov – 12 Nov</b>	<ul style="list-style-type: none"><li>• 7<sup>th</sup> November Explanation of Structure of Business Reports</li><li>• 9<sup>th</sup> November Brief note on Academic Report writing</li><li>• 10<sup>th</sup> November Short description on Strategies for writing Academic Report</li><li>• 11<sup>th</sup> November Description of Structure of Academic Report</li><li>• 12<sup>th</sup> November Distinguish between Academic And Business report writing</li></ul>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- BBA III

Subject- Business Communication- II

Paper- BBA-206

8 Nov,2022 13 Nov, 2022	<b>Sh. Guru Nanak Dev jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 14 Nov - 19 Nov	<ul style="list-style-type: none"><li>• 14<sup>th</sup> November Describing the Presentation of Reports<ul style="list-style-type: none"><li>- Practical aspects of the creation of a report</li><li>- Tips to follow when giving presentation</li></ul></li> <li>• 15<sup>th</sup> November Introducing Public Speaking<ul style="list-style-type: none"><li>- Understanding what you want to achieve</li><li>- Uncomfortable Phase</li><li>- Basic principles of Public Speaking &amp; presentation</li></ul></li> <li>• 16<sup>th</sup> November Discussion of Ways of Delivering the message<ul style="list-style-type: none"><li>- Consideration of Personality</li><li>- Audience analysis</li><li>- Hints and tips for Effective Persuasive speaking</li></ul></li> <li>• 17<sup>th</sup> November Short notes on:<ul style="list-style-type: none"><li>- Use of voice</li><li>- Vocal delivery</li><li>- Vocalization</li><li>- Vocal characterization</li><li>- Pronunciation</li></ul></li> <li>• 18<sup>th</sup> November Short note on:<ul style="list-style-type: none"><li>- Factors influencing your voice</li><li>- How to improve your voice</li><li>- Adopting the style of delivery</li><li>- Final phase</li></ul></li> <li>• 19<sup>th</sup> November Description on Listening and Negotiation<ul style="list-style-type: none"><li>- Discussion on Why Negotiation is important</li><li>- Nature of Negotiation</li><li>- Importance of Influence</li></ul></li></ul>
20 Nov,2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- BBA III

Subject- Business Communication- II

Paper- BBA-206

<p>4<sup>th</sup> Week 21 Nov - 26 Nov</p>	<ul style="list-style-type: none"><li>• 21<sup>st</sup> November Explaining the Importance of Persuasive Skills Explaining the stages of Negotiation</li><li>• 22<sup>nd</sup> November Discussion on Conducting and Attending Interview and meetings<ul style="list-style-type: none"><li>- Appearing of interviews</li><li>- Questions frequently asked during employee interview</li></ul></li><li>• 23<sup>rd</sup> November Explaining the Conducting Interview Preparation of Interview – closing the interview</li><li>• 24<sup>th</sup> November Brief description of Meeting<ul style="list-style-type: none"><li>- Technique of conducting meeting</li><li>- Technique of attending meeting</li></ul></li><li>• 25<sup>th</sup> November Description of Mechanism of Writing<ul style="list-style-type: none"><li>- Short note on Punctuation</li><li>- Why punctuation is important</li><li>- Punctuation marks</li></ul></li><li>• 26<sup>th</sup> November Short note on Abbreviation<ul style="list-style-type: none"><li>- Types of abbreviation</li><li>- Initialism</li><li>- Punctuation after abbreviation</li></ul></li></ul>
<p>27 Nov, 2022</p>	<p><b>Sunday</b></p>
<p>5<sup>th</sup> Week 28 Nov – 3 Dec</p>	<p><b>Sessional Exams</b></p>
<p>4 Dec, 2022</p>	<p><b>Sunday</b></p>



# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- BBA III

Subject- Business Communication- II

Paper- BBA-206

2 <sup>nd</sup> Week 5 Dec - 10 Dec	<ul style="list-style-type: none"><li>• 5<sup>th</sup> December Detailed note on Numbers</li><li>• 6<sup>th</sup> December Detailed note on References</li><li>• 7<sup>th</sup> December Notes on Effective Listening<ul style="list-style-type: none"><li>- Types of listening</li></ul></li><li>• 8<sup>th</sup> December Discussion on Barriers to Effective listening Poor listening Habits</li><li>• 9<sup>th</sup> December Explanation of Principles of Effective Listening<ul style="list-style-type: none"><li>- Comprehension</li></ul></li><li>• 10<sup>th</sup> December Discussion on Ten keys to effective listening</li></ul>
11 Dec, 2022	<b>Sunday</b>
3 <sup>rd</sup> Week 12 Dec- 17 Dec	<ul style="list-style-type: none"><li>• 12<sup>th</sup> December<ul style="list-style-type: none"><li>- Factors affecting Effective oral listening</li></ul></li><li>• 13 December Discussion on Face to face conversation</li><li>• 14<sup>th</sup> December Telephonic conversation<ul style="list-style-type: none"><li>- Introduction</li><li>- Need for favourable</li><li>- Telephonic interview</li><li>- Effective telephonic conversation</li></ul></li><li>• 15<sup>th</sup> December Discussion on organization<ul style="list-style-type: none"><li>- Communication and dimension in organization</li></ul></li><li>• 16<sup>th</sup> December Components of organization communication Internal and external communication in organization</li><li>• 17<sup>th</sup> December Explanation of Importance of Communication management</li></ul>
18 Dec, 2022	<b>Sunday</b>
4 <sup>th</sup> week 19 Dec- 24 Dec	<b>REVISION</b>
25 Dec, 2022 Onwards	<b>University Examination</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- B. Com - I

Subject- Business Communication

Paper- BC-106

September, 2022 1 <sup>st</sup> Week 1 Sept-3 Sept	<ul style="list-style-type: none"><li>• 1<sup>st</sup> September Introduction; meaning of communication Definition; according to Newman and Summer Short note on components of communication/ four aspects of communication</li><li>• 2<sup>nd</sup> September Explanation of Business communication Definition; in the words of R.Ludlow</li><li>• 3<sup>rd</sup> September Discussion on functions of business communication 3) Internal function 4) External communication</li></ul>
4 Sept, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 5 Sept- 10 Sept	<ul style="list-style-type: none"><li>• 5<sup>th</sup> September Description on Basic forms/ medium/ methods/ channels of communication (Use of diagram of basic forms of communication)</li><li>• 6<sup>th</sup> September Brief description on Non-verbal communication Explanation on functions of non-verbal communication Advantages and disadvantages of non-verbal communication</li><li>• 7<sup>th</sup> September Brief explanation on verbal communication Short note on Oral communication</li><li>• 8<sup>th</sup> September Advantages and disadvantages of oral communication Discussion on utility and forms of oral communication</li><li>• 9<sup>th</sup> September Short note on written communication Advantages and disadvantages of written communication</li><li>• 10<sup>th</sup> September Discussion on utility of written communication Distinguish between oral communication and written communication</li></ul>
11 Sept, 2022	<b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- B. Com - I

Subject- Business Communication

Paper- BC-106

<p><b>3<sup>rd</sup> Week</b> <b>12 Sept-17 Sept</b></p>	<ul style="list-style-type: none"><li>• 12<sup>th</sup> September Notes on forms of electronic communication<ol style="list-style-type: none"><li>1) Introduction</li><li>2) Brief history of technology development for modern forms of communication</li></ol></li> <li>• 13<sup>th</sup> September Notes on Modern forms of communication<ul style="list-style-type: none"><li>- Description on Electronic technology<ol style="list-style-type: none"><li>1) Word processing- uses, skills &amp; knowledge, best use</li><li>2) Voice mail- uses, skills &amp; knowledge, best use</li></ol></li></ul></li> <li>• 14<sup>th</sup>September Description on electronic technology(cont.)<ol style="list-style-type: none"><li>3) Email- uses, skills &amp; knowledge, best use</li><li>4) Fax- uses, skills &amp; knowledge, best use</li></ol></li> <li>• 15<sup>th</sup> September Description on electronic technology(cont.)<ol style="list-style-type: none"><li>5) Desktop publishing - uses, skills &amp; knowledge, best use</li><li>6) Electronic publishing - uses, skills &amp; knowledge, best use</li></ol></li> <li>• 16<sup>th</sup> September Description on electronic technology(cont.)<ol style="list-style-type: none"><li>7) Electronic Data exchange - uses, skills &amp; knowledge, best use</li><li>8) Information Highway(I-way) - uses, skills &amp; knowledge, best use</li></ol></li> <li>• 17<sup>th</sup> September Explanation of transmitting messages<ol style="list-style-type: none"><li>1) Description on modern forms of Oral communication<ol style="list-style-type: none"><li>a) Cellular phone</li><li>b) Voice message system</li><li>c) Video conferencing</li></ol></li></ol></li></ul>
<p><b>18 Sept, 2022</b></p>	<p><b>Sunday</b></p>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- B. Com - I

Subject- Business Communication

Paper- BC-106

<p>4<sup>th</sup> Week 19 Sept-24 Sept</p>	<ul style="list-style-type: none"> <li>• 19<sup>th</sup> September               <ol style="list-style-type: none"> <li>2) Description on modern forms of written communication                   <ol style="list-style-type: none"> <li>a) Facsimile or Fax Invention of fax What is fax</li> <li>b) E-mail</li> </ol> </li> </ol> </li> <li>• 20<sup>th</sup> September Explanation on uses of E-mail Understanding How E-mail works Guidelines for writing E-mail communication</li> <li>• 21<sup>st</sup> September Explanation of E-mail etiquette Short note on Satellite communication</li> <li>• 22<sup>nd</sup> September Discussion on Models of Business Communication               <ol style="list-style-type: none"> <li>a) Note on Shannon-Weaver model (with diagram) Its advantages</li> </ol> </li> <li>• 24<sup>th</sup> September Discussion on Models of Business Communication               <ol style="list-style-type: none"> <li>b) Murphy's model (with diagram)</li> </ol> </li> </ul>
<p>23 Sept,2022 25 Sept, 2022 26 Sept, 2022</p>	<p><b>Shaheedi Divas/ Haryana War Heroes' Martyrdom Day</b> <b>Sunday</b> <b>MaharanaAgrasenJayanti</b></p>
<p>5<sup>th</sup> Week 27 Sept - 29 Sept</p>	<ul style="list-style-type: none"> <li>• 27<sup>th</sup> September Discussion on Models of Business Communication               <ol style="list-style-type: none"> <li>c) Short note on Thill and Bovee model (with diagram)</li> <li>d) Brief explanation of Lesikar, Petitt and Flatley model</li> </ol> </li> <li>• 28<sup>th</sup> September Discussion on Models of Business Communication               <ol style="list-style-type: none"> <li>e) Explanation on Berlo's S-M-C-R Model (with diagram) Criticism of Berlo's Model</li> </ol> </li> <li>• 29<sup>th</sup> September Explanation of Theories of Communication               <ul style="list-style-type: none"> <li>- Introduction</li> <li>- Explaining the Sender's theory or Aristotle's theory of communication</li> <li>- Discussing its merits and demerits</li> </ul> </li> </ul>
<p>30 Sept, 2022</p>	<p><b>Talent show</b></p>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- B. Com - I

Subject- Business Communication

Paper- BC-106

October, 2022	
1 <sup>st</sup> Week 1 Oct,2022	<b>Talent Show Holiday</b>
2 Oct, 2022	<b>Sunday</b>
1 <sup>st</sup> Week 3 Oct - 8 Oct	<ul style="list-style-type: none"><li>• 3<sup>rd</sup> October Explanation of Theories of Communication<ul style="list-style-type: none"><li>- Channel Theory of Communication Discussing its advantages and disadvantages</li><li>- Information Theory of Communication Discussing its merits and demerits</li></ul></li><li>• 4<sup>th</sup> October Explanation of Theories of Communication<ul style="list-style-type: none"><li>- Interaction Theory of communication Discussing its merits and demerits</li><li>- Transaction Theory of communication Discussing its merits and demerits</li></ul></li><li>• 6<sup>th</sup> October Explanation of Theories of Communication<ul style="list-style-type: none"><li>- Perception Theory of Communication Discussing its merits and demerits</li><li>- Modern theory of communication Discussing its merits and demerits</li></ul></li><li>• 7<sup>th</sup> October Explaining the Brain Drain</li><li>• 8<sup>th</sup> October Discussion on Audience and the types of audience</li></ul>
5 Oct,2022 9 Oct,2022	<b>Dussehra</b> <b>Sunday</b>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- B. Com - I

Subject- Business Communication

Paper- BC-106

<p><b>2<sup>nd</sup> Week</b> <b>10 Oct - 15 Oct</b></p>	<ul style="list-style-type: none"><li>• 10<sup>th</sup> October Analyzing Individuals and Members of groups Describing the steps of Audience analysis</li><li>• 11<sup>th</sup> October Explanation of Satisfying Audience needs 1) Satisfying the audience's information needs</li><li>• 12<sup>th</sup> October 2) Description of satisfying the audience's motivational needs</li><li>• 14<sup>th</sup> October 3) Description of satisfying the audience's practical needs</li><li>• 15<sup>th</sup> October Explanation of corporate communication<ul style="list-style-type: none"><li>- Introduction</li><li>- Write the types of channels of communication</li></ul></li></ul>
<p><b>13 Oct, 2022</b> <b>16 Oct,2022</b></p>	<p><b>Karwa Chauth</b> <b>Sunday</b></p>
<p><b>3<sup>rd</sup> Week</b> <b>17 Oct - 21 Oct</b></p>	<ul style="list-style-type: none"><li>• 17<sup>th</sup> October Explanation of two types of channels of communication Use of diagram</li><li>• 18<sup>th</sup> October Explanation of Formal communication Definition; according to Chester Bernard Discussion on characteristics of formal communication Advantages and disadvantages of formal communication</li><li>• 19<sup>th</sup> October Explanation of Downward channels Short note on the objectives of downward channel Advantages and disadvantages of downward channel</li><li>• 20<sup>th</sup> October Explanation of upward channel Brief description of upward channel Main objective Merits and demerits of upward channel</li><li>• 21<sup>st</sup> October Explanation of Horizontal channel Its merits and demerits</li></ul>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

Class- B. Com - I

Subject- Business Communication

Paper- BC-106

22 Oct - 26 Oct	<b>Diwali Break</b>
4 <sup>th</sup> Week 27 Oct - 31 Oct	<ul style="list-style-type: none"><li>• 27<sup>th</sup> October Discussion on Informal communication Definition; According to Thill and Bovee Advantages and Disadvantages of Informal communication</li><li>• 28<sup>th</sup> October Differences between formal and informal communication Explanation of Importance of Corporate communication</li><li>• 29<sup>th</sup> October Short note on Grapevine Operation of Grapevine Types of Grapevine</li><li>• 31<sup>st</sup> October Importance of Grapevine Disadvantages of Grapevine communication Description of effective usage of Grapevine communication</li></ul>
30 Oct, 2022	<b>Sunday</b>
November, 2022 1 <sup>st</sup> Week 1 Nov, 2022	<b>Haryana Day</b>
1 <sup>st</sup> Week 2 Nov - 5 Nov	<ul style="list-style-type: none"><li>• 2<sup>nd</sup> November Definition of miscommunication Discussion on Why and how does miscommunication arise?</li><li>• 3<sup>rd</sup> November Explanation of Main barriers to effective communication 1) Semantic or language barrier</li><li>• 4<sup>th</sup> November Explanation of Main barriers to effective communication 2) Personal barriers</li><li>• 5<sup>th</sup> November Discussion on How to improve communication Discussion on How to remove barriers to communication</li></ul>

# KVA DAV College for Women, Karnal

## Lesson Plan for the Odd Semester (September to December, 2022)

Name of the Teacher- Ms. Rasveen Kaur

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Paper- BC-106

6 Nov, 2022	<b>Sunday</b>
2 <sup>nd</sup> Week 7 Nov – 12 Nov	<ul style="list-style-type: none"><li>• 7<sup>th</sup> November Explaining the Effective Presentation Skills<ul style="list-style-type: none"><li>- Short note on Basic principles of presentation</li></ul></li><li>• 9<sup>th</sup> November Short note on Stage fright Short note on ways of delivering the message</li><li>• 10<sup>th</sup> November Short note on Adapting the style of Delivery Short note on Visual aids</li><li>• 11<sup>th</sup> November Individual &amp; Group presentation Explanation of Group discussion<ol style="list-style-type: none"><li>1) What is a group?</li><li>2) What is discussion?</li><li>3) What is GD? Its features, preparation and purpose</li></ol></li><li>• 12<sup>th</sup> November Short note on Role of chairperson, Recorder and the members</li></ul>
8 Nov, 2022 13 Nov, 2022	<b>Sh. Guru Nanak Dev jayanti</b> <b>Sunday</b>
3 <sup>rd</sup> Week 14 Nov - 19 Nov	<ul style="list-style-type: none"><li>• 14<sup>th</sup> November Short notes on Prerequisites of Successful GD Short notes on advantages and disadvantages of GD</li><li>• 15<sup>th</sup> November Discussion on Mock Interview Prerequisite of Mock interview Conduct of Mock interview Advantages of Mock interview</li><li>• 16<sup>th</sup> November Short notes on Seminars and features on Seminars</li><li>• 17<sup>th</sup> November Short note on Report writing- Business reporting</li><li>• 18<sup>th</sup> November Explanation on Self-development and communication<ul style="list-style-type: none"><li>- Short notes on Self-development</li><li>- Objectives of Self-development</li></ul></li><li>• 19<sup>th</sup> November Discussion on Interdependence between Self-development and Communication</li></ul>
20 Nov, 2022	<b>Sunday</b>



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<p><b>4<sup>th</sup> Week</b> <b>21 Nov - 26 Nov</b></p>	<ul style="list-style-type: none"><li>• 21<sup>st</sup> November Short note on Attitude</li> <li>• 22<sup>nd</sup> November Explanation of SWOT analysis<ul style="list-style-type: none"><li>- Its elements</li><li>- Process of SWOT analysis</li><li>- Components of SWOT analysis</li></ul></li> <li>• 23<sup>rd</sup> November Brief description on:<ul style="list-style-type: none"><li>- Interdependence</li><li>- Whole communication</li><li>- Channels of SWOT analysis</li></ul></li> <li>• 24<sup>th</sup> November Description on Kinesics or Body language<ul style="list-style-type: none"><li>- Nature of Body language</li><li>- Type of Body language</li></ul></li> <li>• 25<sup>th</sup> November Brief explanation on<ul style="list-style-type: none"><li>- Postures, Gestures and Facial explanation</li><li>- Eye contact, Bodily contact, appearance and Silence</li></ul></li> <li>• 26<sup>th</sup> November Detailed note on Proxemics Types of Proxemics<ul style="list-style-type: none"><li>- Short note on Space language and types of space</li><li>- Short note on time language or chronemics</li><li>- Short note on Surroundings (color, layout, design)</li></ul></li></ul>
<p><b>27 Nov, 2022</b></p>	<p><b>Sunday</b></p>
<p><b>5<sup>th</sup> Week</b> <b>28 Nov – 3 Dec</b></p>	<p><b>Sessional Exams</b></p>
<p><b>4 Dec, 2022</b></p>	<p><b>Sunday</b></p>

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<p>2<sup>nd</sup> Week 5 Dec - 10 Dec</p>	<ul style="list-style-type: none"><li>• 5<sup>th</sup> December Detailed note on Para language<ul style="list-style-type: none"><li>- Characteristics</li><li>- Voice and sound</li></ul></li><li>• 6<sup>th</sup> December Explanation on Effective listening<ul style="list-style-type: none"><li>- Meaning of Effective listening</li></ul></li><li>• 7<sup>th</sup> December Explanation of Principles of Effective listening<ul style="list-style-type: none"><li>a) Comprehension</li><li>b) Appreciation</li></ul></li><li>• 8<sup>th</sup> December Describing the Ten keys to Effective Listening Explaining the factors with Influence Effective Oral Listening</li><li>• 9<sup>th</sup> December Explaining the Interview Skills<ul style="list-style-type: none"><li>- Appearance for the interview</li><li>- Writing down the Questions frequently asked During Employment Interview</li><li>- Conducting Interview</li></ul></li><li>• 10<sup>th</sup> December Explaining the Resume<ul style="list-style-type: none"><li>- Guidelines for writing a Resume</li></ul></li></ul>
<p>11 Dec, 2022</p>	<p><b>Sunday</b></p>
<p>3<sup>rd</sup> Week 12 Dec- 17 Dec</p>	<ul style="list-style-type: none"><li>• 12<sup>th</sup> December Description on Writing Business Letters<ul style="list-style-type: none"><li>- Physical appearance of a business letter</li></ul></li><li>• 13 December - Layout or format of a letter</li><li>• 14<sup>th</sup> December Short note on Letterhead or Heading<ul style="list-style-type: none"><li>- Format of a memorandum</li><li>- Types of memorandum</li></ul></li><li>• 15<sup>th</sup> December Guidelines for working of email and Email etiquettes Brief explanation of etiquettes on written communication</li><li>• 16<sup>th</sup> December Brief explanation of etiquettes on online and verbal communication</li> <li>• 17<sup>th</sup> December Revision Method used-</li></ul>

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<b>18 Dec, 2022</b>	<b>Sunday</b>
<b>4<sup>th</sup> week 19 Dec- 24 Dec</b>	<b>REVISION</b>
<b>25 Dec,2022 Onwards</b>	<b>University Examination</b>