

Lesson Plan – September to December (English

B23-AEC-1)

Assistant Professor: Mohit Arya Class:

B.COM 1ST Year (Semester-I) Session:

2025–26

Topics: Communication (Unit-I), Interpersonal Communication (Unit-II),

Listening Skill

(Unit-III), and Parts of Speech (Unit-IV)

Month: September – Unit I: Communication

Week 1 (1–7 Sept)

- • Introduction to Communication – Meaning&Definition
- • Process and Elements of Communication
- • Types of Communication – Verbal&Non-Verbal
- • Barriers to Communication
- • Overcoming Communication Barriers
- • Class Activity – Communication Scenarios
- • 07 Sept (Sunday): —

Week 2 (8–14 Sept)

- • Interpersonal vs Mass Communication
- • Formal&Informal Communication
- • Role of Body Language
- • Communication Models (Linear, Interactive, Transactional)
- • Group Discussion Practice
- • Test – Communication Concepts
- • 14 Sept (Sunday): —

Week 3 (15–21 Sept)

- • Written vs Oral Communication
- • Effective Communication Strategies
- • Role of Feedback
- • Role Play Activity
- • Review&Recap of Unit-I
- • Unit-I Test

Week 4 (22–30 Sept)

- • Assignment and Revision of Unit-I

Month: October – Unit II: Interpersonal Communication

Week 1 (1–7 Oct)

- • Introduction to Interpersonal Communication
- • Gandhi Jayanti (Holiday)
- • Principles of Interpersonal Communication
- • Verbal and Non-Verbal Cues
- • 05 Oct (Sunday): —

Week 2 (8–14 Oct)

- • Role of Perception and Empathy
- • Listening in Interpersonal Communication
- • Interpersonal Skills for Relationships
- • Non-Teaching Day
- • 12 Oct (Sunday): —

Week 3 (15–21 Oct)

- • Barriers to Interpersonal Communication
- • Improving Interpersonal Effectiveness
- • Diwali Holidays (17–26 Oct)

Week 4 (27–31 Oct)

- • Interpersonal Communication in Workplace
- • Case Study Discussion
- • Role Play Practice
- • Unit-II Revision
- • Unit-II Test

Month: November – Unit III: Listening Skill

Week 1 (1–7 Nov)

- • Introduction – Listening vs Hearing
- • Importance of Listening in Communication
- • Types of Listening
- • Barriers to Effective Listening
- • Strategies for Effective Listening

- • Listening Practice (Audio Clips)

Week 2 (8–14 Nov)

- • Intensive&Extensive Listening
- • Note-Taking during Listening
- • Listening Comprehension Exercises
- • Dictation&Response Test
- • Oral Evaluation – Listening
- • Feedback&Correction

Week 3 (15–21 Nov)

- • Practice – Everyday Listening Situations

- • Group Listening Activity
- • Assignment Submission
- • Unit-III Revision

Month: December – Unit IV: Parts of Speech + Overall Revision

Week 1 (1–7 Dec)

- • Introduction to Parts of Speech
- • Noun – Definition&Types
- • Pronoun – Kinds&Usage
- • Adjective – Degrees&Examples
- • Verb – Forms&Functions
- • Adverb – Types&Examples

Week 2 (8–14 Dec)

- • Preposition – Rules&Examples
- • Conjunction&Interjection
- • Exercises – Parts of Speech
- • Worksheet Practice
- • Grammar Test – Unit IV
- • Assignment on Parts of Speech

Week 3 (15–21 Dec)

- • Revision – Units I to IV
- • Oral Practice – Grammar&Listening
- • Class Test – Combined Units
- • Discussion of Difficult Topics
- • Feedback&Final Review

Week 4 (22–31 Dec)

- • Final Doubt Clearing Sessions
- • Christmas Day (Holiday)
- • Preparation Leave / End of Semester

Teaching Methods

Lecture, Reading Practice, Audio-Visual Learning, Group Discussion, Role Play, Exercises

Teaching Aids

Whiteboard, Textbook, Audio Clips, PPT Slides, Worksheets

Learning Outcomes

Students will:

- Understand concepts of communication and interpersonal skills
- Develop listening comprehension and accuracy

- Gain knowledge of grammatical structure through parts of speech
- Apply communication skills in real-life contexts

Assessment / Evaluation

Class Tests, Assignments, Listening Exercises, Oral Feedback,
Semester-End Review

Signature:
(Assistant Professor – Mohit Arya)