

Rajarshi Shahu Mahavidyalaya(Autonomous),Latur
Department of English
Structured Work Plan for Teaching
Academic Year: 2022-2023
Odd Term

Classes to be Taught:

Name of Teacher: Mr. Thorat Deepak

Sr. No.	Class	Courses Title	Course Code	Paper Number	Weekly Lectures
1	B.C.A II (A,B)	Communicative English-III	U-COE-301	CE-3	05
2	B.COM II(A,B)	Communicative English-III	U-COE-301	CE-3	05
3	B.C.A I(B)	Communicative English - I	U-COE-101	CE-1	05
4	B.COM I(B)	Communicative English - I	U-COE-101	CE-1	05
5	B.A III (optional)	Reading prose - IX	U-ENG-501	P-IX	04
Total Lectures Per Week = 24					

Course Teacher

HoD

Principal

Rajarshi Shahu Mahavidyalaya(Autonomous),Latur
Department of English
Academic Year: 2022-2023
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Name of Teacher: Mr. Thorat Deepak
Course Title: Communicative English-III

Class: B.C.A S.Y (Sem III)
Course Code: U-COE-301

Sr. No	Unit No.	Unit Title	Chapters	Lectures Required	Duration	Academic activities to be organized	Assignment /Test /Seminar
1	1	Reading Skills I	Introduction	02	07/07/22 to 08/07/22	Language Lab Practical, Activity PPT	Assignment Seminar Presentation
			A. Features of Reading 1. Introduction. 2. The Qualities of a Good Reader. 3. Bad Habits of Reading 4. Sub Skills of reading. 5. Types of Reading. 6. Practical B. Reading Techniques 1. Surveying the reading matters and identifying the next type. 2. Skimming the next for identifying the general theme. 3. Scanning the next to locate specific details 4. Understanding meaning of words, phrases and sentences. 5. Practical C. Reading Task 1. Reading samples. 2. Five Passages with questions. 3. Practical	34	09/07/22 to 29/08/22		
2	2	Writing Skills I	A. Features of Writing 1. Features of Writing. 2. The Writing Process (Spelling and Capital Letters) 3. Paragraph Writing B. Writing Techniques 1. Note Making and Note Taking C. Writing Comprehension 1. Basic Cursive Writing Description	17	30/08/22 to 23/09/22		
3	3	Written Communication - I	1. Letter Writing, E-mail Writing. 2. Job Application with C V a. Introduction. b. What is C V. c. Specimen Curriculum Vitae, Resume and Bio-data d. Guidelines for writing a good C V	10	24/09/22 To 18/10/22		
			3. Revision	02	20/10/22 to 21/10/22		

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Academic Year: 2022-2023
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Name of Teacher: Mr. Thorat Deepak

Class- B.COM S.Y (SEM III)

Course Title: Communicative English-III

Course Code: U-COE-301

Unit No.	Unit Title	Chapters	Lectures Required	Duration	Academic activities to be organized	Assignment /Test /Seminar
1	Reading Skills I	Introduction	02	07/07/22 to 08/07/22	Language Lab Practical, Activity PPT	Assignment Seminar Presentation
		A. Features of Reading 1. Introduction. 2. The Qualities of a Good Reader. 3. Bad Habits of Reading 4. Sub Skills of reading. 5. Types of Reading. 6. Practical B. Reading Techniques 1. Surveying the reading matters and identifying the next type. 2. Skimming the next for identifying the general theme. 3. Scanning thenext to locate specific details 4. Understanding meaning of words, phrases and sentences. 5. Practical C. Reading Task 1. Reading samples. 2. Five Passages with questions. 3. Practical	34	11/07/22 to 30/08/22		
2	Writing Skills I	A. Features of Writing 1. Features of Writing. 2. The Writing Process (Spelling and Capital Letters) 3. Paragraph Writing B. Writing Techniques 1. Note Making and Note Taking C. Writing Comprehension 1. Basic Cursive Writing Description	17	01/09/22 to 23/09/22		
3	Written Communication - I	3. Letter Writing, E-mail Writing. 4. Job Application with C V a. Introduction. b. What is C V. c. Specimen Curriculum Vitae, Resume and Biodata d. Guidelines for writing a good C V	11	26/09/22 To 19/10/22		
		3. Revision	02	20/10/22 to 21/10/22		

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Department of English
Academic Year: 2022-2023
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Name of Teacher: Mr. Thorat Deepak

Class: B.C.A F.Y (Sem I)

Course Title: Communicative English-I

CourseCode:U-COE-101

Sr. No	Module No	Module Title	Chapters	Lecture Required	Duration	Academic activities to be organized	Assignment /Test /Seminar
1	Module 1	Applied Phonetics – I	1. Introduction to Speech sounds. 2. Phonetic symbols, phonology 3. Speech Mechanism & Speech Organs 4. Description and Classification of Consonants and Vowels	10	18/07/22 to 30/07/22	Language Lab Practical, Activity PPT	Assignment Seminar Presentation
2	Module 2	Remedial Grammar – I	1. Parts of Speech. 2. Use of Tense. 3. Direct and indirect 4. Active and Passive. 5. Degrees of Comparison.	10	01/08/22 to 18/08/22		
3	Module 3	Communication Theory and Type I	1. Meaning of Communication 2. Characteristics of Communication 3. Need of Communication 4. Objectives of Communication 5. Process of Communication	11	19/08/22 to 03/09/22		
4	Module 4	Conversational English – I	1. Greeting. 2. Introducing oneself 3. Introducing others and responding to introduction 4. Taking leave of others. 5. Wishing others on various occasions	09	05/09/22 to 16/09/22		
5	Module 5	Business Communication – I	1. Business Communication-Definitions, importance, need 2. Types of business Communication 3. Media of business Communication 4. Corporate Communication-Definitions- Corporate citizenship and social responsibility 5. Corporate Communication strategy-Cross-culture Communication. 6. Business Letters. 7. Writing notice. 8. Writing CV business.	14	19/09/22 to 18/10/22		
			9. Revision	02	20/10/22 to 21/10/22	Guest Lecture	

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Department of English

Academic Year: 2022-2023

Odd Term

Name of Teacher: Mr. Thorat Deepak

Class: B.COM F.Y(Sem I)

Course Title: Communicative English-I

CourseCode:U-COE101

Sr. No	Module No	Module Title	Chapters	Lecture Required	Duration	Academic activities to be organized	Assignment /Test /Seminar
1	Module 1	Applied Phonetics – I	1.Introduction to Speech sounds. 2. Phoneticsymbols, phonology 3.Speech Mechanism & Speech Organs 4.Description and Classification of Consonants andVowels	10	18/07/22 to 29/07/22	Language Lab Practical, Activity PPT	Assignment Seminar Presentation
2	Module 2	Remedial Grammar – I	1. Parts of Speech. 2. Use of Tense. 3. Direct and indirect 4. Active and Passive. 5. Degrees of Comparison.	10	01/08/22 to 17/08/22		
3	Module 3	Communication Theory and Type I	1. Meaning of Communication 2. Characteristics of Communication 3. Need of Communication 4. Objectives of Communication 5. Process of Communication	11	18/08/22 to 05/09/22		
4	Module 4	Conversational English – I	1. Greeting. 2. Introducing oneself 3.Introducing others and responding to introduction 4. Taking leave of others. 5. Wishing others onvarious occasions	09	06/09/22 to 16/09/22		
5	Module 5	Business Communication – I	1.Business Communication- Definitions,importance, need 2.Types of business Communication 3.Media of business Communication 4.Corporate Communication- Definitions-Corporate citizenship and social responsibility 5.Corporate Communication strategy-Cross- cultureCommunication. 6. Business Letters. 7. Writing notice. 8. Writing CV business.	16	19/09/22 to 19/10/22		
			9. Revision	02	20/10/22 to 21/10/22		Guest Lecture

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Name of Teacher: Mr. Thorat Deepak

Class: B.A III (optional)(Sem V)

Course Title: Reading prose IX

Course Code: U-ENG-501

Sr . no	Unit no.	Unit title	chapters	Lecture Required	Duration	Academic activities to be organized	Assignment /Test /Seminar
1	I	Background of Essays	Francis Bacons: Of Marriage and Single Life, Of Love, Of Superstition ,Of Ambition, Of Wisdom	13	20/07/22 to10/08/22	Language Lab Practical, Activity PPT	AssignmentSeminar Presentation Guest Lecture
2	II	T. Washington:	Brooker : My Struggle for Education	10	11/07/22 to 27/08/22		
3	III	James Balden :	Notes of a Native Son	10	01/09/22 to 16/09/22		
4	IV	George Orwell	Shooting an Elephant	10	19/09/22 to 19/10/22		
			Revision	02	20/10/22 to 21/10/2022		

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