

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

**Details of Classes to be taught**

**Name of Teacher: Smt .Vaishali V.Gurav**

<b>Sr No</b>	<b>Class</b>	<b>Course Title</b>	<b>Course Code</b>	<b>Paper Number</b>	<b>Weekly Lectures</b>
1	B.A.CEP I	English For Competitive Examinations I	U-COE-195	C.E I	05
2	B.A.CEP II	English For Competitive Examinations II	U-COE-408	C.E.III	05
3	B.Sc II	Communicative English III	U-COE- 301	C.E.III	05
4	B.Com-I	Communicative English I	U-COE- 101	C.E.I	05
5	B.Sc.Cs I	Communicative English I	U-COE- 101	C.E.I	05
Total Lectures per Week= 25					

Course Teacher

H o D

Principal

**Rajarshi Shahu Mahavidyalaya (Autonomous), Latur**  
**Department of English**  
**Academic Year 2022-2023**  
**Odd Semester Teaching Plan**

Name of the Teacher: Smt. Vaishali V Gurav

Class:. B.A.CEP I

Course: English For Competitive Examinations

Semester-I

Course Code: U-COE-195

Unit No	Unit Title	Chapters	Lectures Required	Duration	Academic activities to be organized	Assignments/Test Seminar
I	Word Classes	1.Noun, 2.Pronoun , 3. Verb 4. Adverb, 5. Adjectives, 6. Prepositions , 7. Conjunctions 8.Interjections	30	11/07/2022 to 23/08/2022	Classroom Teaching Language Lab Speech by students	Weekly MCQ Test
II	Introduction to English Language	1. History 2 Development	8	24/8/22 to 1/9/22	Teaching with PPT	MCQ Test
III	Tenses	Present Tense Past Tense Future Tense	11	2/ 9/2022 to 16/09/2022	Teaching with PPT	Poster Making Group Activity
IV	Vocabulary Building (Synonyms and antonyms)	1.Proverbs ,Idioms and Phrases 2. Phrasal Verbs 3. Homophones / Homonyms	13	19/09/2022 to 14/10/2022	Classroom Teaching Language Lab	Weekly MCQ
	Revision	Total Syllabus	5	17/10/2022 to 21/10/ 2022	Group Discussion	Class Test

Course Teacher

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**Rajarshi Shahu Mahavidyalaya (Autonomous), Latur**

**Department of English**

**Academic Year 2022-2023**

**Odd Semester Teaching Plan**

**Name of the Teacher: Smt. Vaishali V. Gurav**

**Class: B.A.S.Y. CEP**

**Semester - III**

**Course: English For Competitive Examinations II**

**Course Code: U-COE- 408**

<b>Unit No</b>	<b>Chapter</b>	<b>Duration</b>	<b>Lectures Required</b>	<b>Academic activities to be organized</b>	<b>Assignments/Test Seminar</b>
1	<b>1. Voice</b>	04	11-07-2022 to14-07-2022	Classroom Teaching/ Lab Activity	Weekly MCQ Test
2	<b>2. Types of Clauses</b>	05	15-07-2022 to 21-07-2022		
3	<b>3. Types of Sentences(Synthesis)</b>	05	22-07-2022 to28-07-2022		
4	<b>4. Punctuation marks</b>	04	29-07-2022to3-08-2022	Public Speech Activity	Seminar
5	<b>5. Direct-Indirect Narration</b>	05	04-08-2022 to 11-08-2022		
6	<b>6. Proverbs, Idioms and Phrases</b>	08	12-08-2022to 25-08-2022		
7	<b>7. Comprehension</b>	03	29-08-2022to0 1-09-2022	Essay writing	Test on Essay Writing
8	<b>8. Translation(Marathi to English)</b>	05	02-09-2022to 08-09-2022		
9	<b>9. Types of Essays</b>	05	9-09-2022to 15-09-2022		
10	<b>10. Steps of Essay Writing</b>	05	16-09-2022to 22-09-2022		
11	<b>11. Essay Writing</b>	09	23-9-2022to 14-10-2022		
	<b>12. Revision</b>	05	17-10-2022 to21-10-2022		

**Course Teacher**

**Head**

**Principal**

**Rajarshi Shahu Mahavidyalaya (Autonomous), Latur**

**Department of English  
Academic Year 2022-2023  
Odd Semester Teaching Plan**

**Name of the Teacher: Smt. Vaishali V. Gurav**

**Class:. B.Sc II.**

**Semester - III**

**Course: Communicative English.**

**Course Code: U-COE- 301**

<b>Unit No.</b>	<b>Unit Title</b>	<b>Chapters</b>	<b>Lectures required</b>	<b>Duration</b>	<b>Academic activities to be organised</b>	<b>Assignment / Test /Seminar</b>
<b>I</b>	Reading Skill  A. Features of reading	I . Introduction II. The qualities of a Good reader III. Bad Hobbits of Reader IV. Sub skills of Reading v. Types of Reading	10	11/7/22 to 22/ 7 /22	Slow and Advance Learner Test  Reading task : To read editorial or any book	Students present or read the extract
	B. Reading Techniques	I. Surveying matters and identifying the text type II. Skimming the text for identifying general theme III. Scanning the text to locate specific details IV. Understanding meaning of words, phrases and sentences	7	25/ 7 /22 to 2/8/ 22	1 - lecture for Language lab	Class Test

<b>II</b>	Writing Skill A. Features of Writing	I. Features of Writing II. The Writing Process III. Paragraph Writing	7	3 / 8/ 22 to 12 / 8 / 22	Poster presentation  Use of ppt	MCQ Test
	B. Writing Techniques	.Note Making and Note taking	3	16 / 8/ 22 to 18 / 8/22	Language Lab lecture-1	Class Test
	B. Comprehension	Passages	5	22/ 8 /22 to 29 /8/22		
<b>III</b>	Six Short Stories Written Communication	letter , email, job application with c.v. Bio-data, resume	21	30/8/22 to 28/ 9/22	Videos of stories	Class Test
<b>IV</b>	Revision		6	10 /10/ 22 to17/10/22	Language Lab- 1 Lecture per week	
			4	18/10/22 to21/10/22		

Course Teacher

HoD

Principal

**Rajarshi Shahu Mahavidyalaya (Autonomous), Latur**

**Department of English**

**Academic Year 2022-2023**

**Odd Semester Teaching Plan**

**Name of Teacher: Smt. Vaishali V. Gurav**

**Class: B.Com .I .**

**Semester: I**

**Course Title: Communicative English**

**Course Code: U-COE-101**

<b>Unit No.</b>	<b>Unit</b>	<b>Content of the Syllabus</b>	<b>Lectures Required</b>	<b>Duration</b>	<b>Academic Activities to be Organized</b>	<b>Test/ Assignment</b>
<b>Module I</b>	<b>Applied Phonetics</b>	i. Introduction to speech sounds ii. phonetic symbols, phonology	08	20.7.22 to 29.7.2022	Classroom teaching Language Lab	Class Test
		iii. Speech Mechanism & Speech Organs iv. Description and Classification of Consonants and Vowels	05	1.8.2022 to 5.8.2022		
<b>Module II</b>	<b>Remedial Grammar</b>	i. Parts of Speech ii Use of Tense	05	8.8.2022 to 16.8..2022	Classroom teaching Language Lab	Surprise Test
		iii. Direct and Indirect iv. Active and Passive v. Degrees of Comparison	05	17.8.2022 to 23.8.2022		
<b>Module III</b>	<b>Communication: Theory and Type I</b>	i. Meaning of Communication ii. Characteristics of Communication iii. Need of Communication	03	25.8.2022 to 30.8.2022	Poster Making Activity	Seminar
		iv. Objectives of Communication v. Process of Communication	05	1.9.2022 to 7.9.2022		
<b>Module IV</b>	<b>Conventional English I</b>	i. Greeting ii. Introducing oneself iii. Introducing others and responding to introduction	05	8.9.2022 to 14.9.2022	Poster Making Activity	Seminar
		iv. Taking leave of others v. Wishing others on various occasions	10	15.9.2022 to 28.10.2022		

<b>Module v</b>	<b>Business Communication I</b>	i. Business Communication-Definitions, importance, need- ii. Types of business communication iii. Media of business communication iv. Corporate : Communication-Definitions-Corporate citizenship and social responsibility v. corporate communication strategy	07	10.10.2022 to 18.10.2022	Language Lab weekly - 1 lecture	
	<b>Revision</b>		03	19/10/2022 to 21/10/2022		Class Test

**Course Teacher**

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**Principal**

**Rajarshi Shahu Mahavidyalaya (Autonomous), Latur**  
**Department of English**  
**Academic Year 2022-2023**  
**Odd Semester Teaching Plan**

Name of Teacher: Smt. Vaishali V.Gurav

Class: B.Sc.CS-I

Semester: I

Course Title: Communicative English

Course Code: U-COE-101

Unit No.	Unit	Content of the Syllabus	Lectures Required	Duration	Academic Activities to be Organized	Test/ Assignment
Module I	Applied Phonetics	i. Introduction to speech sounds ii. phonetic symbols, phonology	08	20.7.22 to 29.7.2022	Language Lab weekly 1 lecture	Class Test
		iii. Speech Mechanism & Speech Organs iv. Description and Classification of Consonants and Vowels	05	1.8.2022 to 6.8.2022		
Module II	Remedial Grammar	i. Parts of Speech ii Use of Tense	05	8.8.2022 to 16.8..2022		Surprise Test
		iii. Direct and Indirect iv. Active and Passive v. Degrees of Comparison	05	17.8.2022 to 24.8.2022		
Module III	Communication: Theory and Type I	i. Meaning of Communication ii. Characteristics of Communication iii. Need of Communication	03	25.8.2022 to 30.8.2022	Poster Making Activity	Seminar
		iv. Objectives of Communication v. Process of Communication	05	2.9.2022 to 7.9.2022		
Module IV	Conventional English I	i. Greeting ii. Introducing oneself iii. Introducing others and responding to introduction	05	9.9.2022 to 14.9.2022		
		iv. Taking leave of others v. Wishing others on various occasions	10	16.9.2022 to 28.9.2022		



<b>Module v</b>	<b>Business Communication I</b>	i. Business Communication-Definitions, importance, need- ii. Types of business communication iii. Media of business communication iv. Corporate : Communication-Definitions-Corporate citizenship and social responsibility v. corporate communication strategy – Cross-cultural Communication vi. Business letters vii. Writing notice viii. Writing CV business emails ix. Writing project proposals x. Writing project report	07	10.10.2022to19.10.2022	Language Lab weekly -1 lecture	
	<b>Revision</b>	Total Syllabus	02	20/10/2022 to 21/10/2022		Class Test

**Course Teacher**

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**Principal**