JHARKHAND Rai University
UGC RECOGNISED UNIVERSITY
ACCREDITED BY NAAC

Lesson Plan & Tracking

Program: B.Pharma	Session : 2022 - 2026	Year : 2022	Sem: 1

Course: Communication Skills (Practical)

Name of the Faculty: RASHMI	Commencement Date: 19 Sep, 2022	Date of Closure: 30 Dec, 2022

Lecture No.	Week	Unit	Topics to be Covered	Blended Mode			Date	Duration	Tracking of Lectures	Related Course Outcome	Signature of Faculty	Signature of HoD	Remarks (if any)
				ICT Tool/Platform/ LMS	Resources	Activity							
1	1	P	Introduction of the syllabus of the subject 'Communication Skills', its objective and importance										
2		P	Basic communication covering the following topics: Meeting People, Asking Questions										
3	2	P	Basic communication covering the following topics: Meeting People, Asking Questions, Making Friends										
4		P	What did you do? • Do's and Dont's										
5	3	P	• What did you do? • Do's and Dont's										
6		P	Pronunciations covering the following topics:• Pronunciation (Consonant Sounds)Pronunciation and Nouns										
7		P	• Pronunciation (Vowel Sounds)										

8	4	P	Advanced Learning • Listening Comprehension / Direct and Indirect Speech										
9	5	P	• Figures of Speech										
10		P	Effective Communication										
11	6	P	• Effective Communication										
12		P	· Writing Skills										
13	7	P	• Effective Writing										
14		P	• Interview Handling Skills										
15	8	P	• Interview Handling Skills										
16		P	• E-Mail etiquette										
17	9	P	• E-Mail etiquette										
18		P	• Presentation Skills										
19	10	P	• Presentation Skills										
20		P	Revision										