

GOVT. POLYTECHNIC SUNDERNAGAR			
LESSON PLANS (LABS)			
NAME OF THE TEACHER: Vandna Chandel		DESIGNATION: LECTURER	
NAME OF THE LAB: LANGUAGE LAB		SESSION: January -April 2020	
BRANCH: Computer Engg.		Semester: 6th	
		PROPOSED DATES	
Sr. No.	DESCRIPTION OF PRACTICALS	GROUP-I	GROUP-II
1	EXERCISE ON PHONETICS	1/18/2020	1/20/2020
2	GROUP DISCUSSION	2/1/2020	1/27/2020
3	EXERCISE ON SWOT ANALYSIS ,LISTENING SKILLS	2/15/2020	2/3/2020
4	INTERNET COMMUNICATION ,CORRESPONDENCE	2/22/2020	10,17,24-02-2020
5	EXERCISE ON BODY LANGUAGE,DRESS SENSE	29-02-2020 ,7-03-2020	2,9-03-2020
	ETIQUETTES AND MANNERISM		
	TABLE MANNERS		
	TELEPHONE ETIQUETTES		
	MANNERS RELATED TO OPPOSITE GENDER		
	CROSS CULTURAL COMMUNICATION		
6	MOCK INTERVIEWS	21-03-2020 ,28-03-2020	16 ,23 -03-2020
7	ROLE PLAY FOR EFFECTIVE COMMUNICATION	4/4/2020	3/30/2020
Teacher Vandna Chandel			