

ABV GDC Sunni, Shimla (H.P)  
Teaching Learning Schedule of ENG AECC 104 (2024-25)  
Writing Skills

Date	Topics to be Covered	Teaching Method
25-07-24 To 11-08-24	i. Diary Writing ii. Paragraph Writing	<ul style="list-style-type: none"> <li>• Lecture based instruction</li> <li>• Inquiry based learning</li> <li>• Flipped Classroom</li> <li>• Interactive simulations</li> <li>• Problem based learning</li> <li>• Blended learning</li> <li>• Discussion</li> <li>• Learner centric approach by creating an environment of free thinking</li> <li>• Explanation</li> <li>• Critical appreciations</li> <li>• Paper presentations</li> <li>• Frequent Quiz and tests</li> </ul>
13-08-24 To 26-08-24	iii. Summary/Note-making iv. Formal and Informal Letter Writing	<ul style="list-style-type: none"> <li>• Lecture based instruction</li> <li>• Inquiry based learning</li> <li>• Flipped Classroom</li> <li>• Interactive simulations</li> <li>• Problem based learning</li> <li>• Blended learning</li> <li>• Discussion</li> <li>• Learner centric approach by creating an environment of free thinking</li> <li>• Explanation</li> <li>• Critical appreciations</li> <li>• Paper presentations</li> <li>• Frequent Quiz and tests</li> </ul>

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<p>28-08-24 To 16-09-24</p>	<p>v. CV/ Resume Writing vi. Report Writing</p>	<ul style="list-style-type: none"> <li>• Lecture based instruction</li> <li>• Inquiry based learning</li> <li>• Flipped Classroom</li> <li>• Interactive simulations</li> <li>• Problem based learning</li> <li>• Blended learning</li> <li>• Discussion</li> <li>• Learner centric approach by creating an environment of free thinking</li> <li>• Explanation</li> <li>• Critical appreciations</li> <li>• Paper presentations</li> <li>• Frequent Quiz and tests</li> </ul>
<p>18-09-24 To 30-09-24</p>	<p>vii. Interview/Feature Article</p>	<ul style="list-style-type: none"> <li>• Lecture based instruction</li> <li>• Inquiry based learning</li> <li>• Flipped Classroom</li> <li>• Interactive simulations</li> <li>• Problem based learning</li> <li>• Blended learning</li> <li>• Discussion</li> <li>• Learner centric approach by creating an environment of free thinking</li> <li>• Explanation</li> <li>• Critical appreciations</li> <li>• Paper presentations</li> <li>• Frequent Quiz and tests</li> </ul>

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<p>3-10-24 To 14-10-24</p>	<p>viii. Notice Writing</p>	<ul style="list-style-type: none"> <li>• Lecture based instruction</li> <li>• Inquiry based learning</li> <li>• Flipped Classroom</li> <li>• Interactive simulations</li> <li>• Problem based learning</li> <li>• Blended learning</li> <li>• Discussion</li> <li>• Learner centric approach by creating an environment of free thinking</li> <li>• Explanation</li> <li>• Critical appreciations</li> <li>• Paper presentations</li> <li>• Frequent Quiz and tests</li> </ul>
<p>16-10-24 To 28-10-24</p>	<p>Project Work Poetry Translating a Poem Telling a Story</p>	<ul style="list-style-type: none"> <li>• Lecture based instruction</li> <li>• Inquiry based learning</li> <li>• Flipped Classroom</li> <li>• Interactive simulations</li> <li>• Problem based learning</li> <li>• Blended learning</li> <li>• Discussion</li> <li>• Learner centric approach by creating an environment of free thinking</li> <li>• Explanation</li> <li>• Critical appreciations</li> <li>• Paper presentations</li> <li>• Frequent Quiz and tests</li> </ul>

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30-10-24 To 9-11-24	Classroom Activity: Speaking Skills, Listening Skills, Mock Interview, Speech Making	<ul style="list-style-type: none"> <li>• Lecture based instruction</li> <li>• Inquiry based learning</li> <li>• Flipped Classroom</li> <li>• Interactive simulations</li> <li>• Problem based learning</li> <li>• Blended learning</li> <li>• Discussion</li> <li>• Learner centric approach by creating an environment of free thinking</li> <li>• Explanation</li> <li>• Critical appreciations</li> <li>• Paper presentations</li> <li>• Frequent Quiz and tests</li> </ul>
15-11-24 Onwards	Revision for MMT	Class Test, Student Presentation, Problem Solving
15-12-24 To 31-12-24	MTT	Class Test, Student Presentation, Problem Solving
4-02-25 To 17-02-25	Revision: UNITS 1, 2, 3	Class Test, Student Presentation, Problem Solving
18-02-25 To 29-02-25	Revision: UNITS 4, 5	Class Test, Student Presentation, Problem Solving
March 2025	Tests, Exam Preparation, Presentation	