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| Date | Topics to be Covered | Teaching Method |
| 25-07-24To11-08-24 | **Listening Skills:** Comprehending Retaining Responding Barriers to Listening Overcoming Barriers to Listening | * Lecture based instruction
* Inquiry based learning
* Flipped Classroom
* Interactive simulations
* Problem based learning
* Blended learning
* Discussion
* Learner centric approach by creating an environment of free thinking
* Explanation
* Critical appreciations
* Paper presentations
* Frequent Quiz and tests
 |
| 13-08-24To26-08-24 | **Teamwork:**Teamwork involves building relationships and workingwith other people using a number of important skillsand habits:• Working Cooperatively• Contributing to groups with ideas, suggestions, andeffort• Communication (both giving and receiving)• Sense of Responsibility• Healthy respect for different opinions, customs, andindividual preferences• Ability to participate in group decision-making | * Lecture based instruction
* Inquiry based learning
* Flipped Classroom
* Interactive simulations
* Problem based learning
* Blended learning
* Discussion
* Learner centric approach by creating an environment of free thinking
* Explanation
* Critical appreciations
* Paper presentations
* Frequent Quiz and tests
 |
| 28-08-24To16-09-24 | **Emotional Intelligence:**Characteristics of Emotional Intelligence:• Self-Awareness• Self-Regulation• Motivation• Empathy• Social and Cultural Sensitivity | * Lecture based instruction
* Inquiry based learning
* Flipped Classroom
* Interactive simulations
* Problem based learning
* Blended learning
* Discussion
* Learner centric approach by creating an environment of free thinking
* Explanation
* Critical appreciations
* Paper presentations
* Frequent Quiz and tests
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| 18-09-24To30-09-24 | **Adaptability:**• See the big picture• Don‘t be afraid to improvise• Question the status quo• There‘s no ―I in Adaptability• Change your Routine | * Lecture based instruction
* Inquiry based learning
* Flipped Classroom
* Interactive simulations
* Problem based learning
* Blended learning
* Discussion
* Learner centric approach by creating an environment of free thinking
* Explanation
* Critical appreciations
* Paper presentations
* Frequent Quiz and tests
 |
| 3-10-24To 14-10-24 | **Problem Solving:**Four basic steps in solving a Problem:• Defining the Problem• Generating Alternatives• Evaluating and Selecting Alternatives• Implementing Solutions | * Lecture based instruction
* Inquiry based learning
* Flipped Classroom
* Interactive simulations
* Problem based learning
* Blended learning
* Discussion
* Learner centric approach by creating an environment of free thinking
* Explanation
* Critical appreciations
* Paper presentations
* Frequent Quiz and tests
 |
| 16-10-24To28-10-24 | **Interview Skills:** Preparation Self-evaluation-SWOT Punctuality First Impressions: Professional Dressing, BodyLanguage and Non-verbal Cues Listening and Speaking Etiquette and Courtesy | * Lecture based instruction
* Inquiry based learning
* Flipped Classroom
* Interactive simulations
* Problem based learning
* Blended learning
* Discussion
* Learner centric approach by creating an environment of free thinking
* Explanation
* Critical appreciations
* Paper presentations
* Frequent Quiz and tests
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| 30-10-24To9-11-24 | a. Reading Visual Texts1) Graphics/Cartoons: Reading and Analysis (withSpecial Reference to India)2) Understanding/Interpreting Indian Filmsb. Group Discussions | * Lecture based instruction
* Inquiry based learning
* Flipped Classroom
* Interactive simulations
* Problem based learning
* Blended learning
* Discussion
* Learner centric approach by creating an environment of free thinking
* Explanation
* Critical appreciations
* Paper presentations
* Frequent Quiz and tests
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| 15-11-24Onwards | Revision for MMT  | Class Test, Student Presentation,Problem Solving |
| 15-12-24To31-12-24 | MTT | Class Test, Student Presentation,Problem Solving |
| 4-02-25To17-02-25 | Revision: UNITS 1, 2, 3 | Class Test, Student Presentation, Problem Solving |
| 18-02-25To29-02-25 | Revision: UNITS 4, 5 | Class Test, Student Presentation,Problem Solving |
| March2025 | Tests, Exam Preparation, Presentation |  |