

Module	Topics (1 hour each)	PPT	Video Links	E- material	Date and Durations(each section 2 hours per week)
Module 3 TECHNICAL READING AND WRITING PRACTICES	Lecture 1 Art of Effective Writing	Will be mailed to group mail id		https://drive.google.com/file/d/1G-HIVO49N8HXP9aZ2Tzt-RvNrtzaHH6B/view?usp=drivesdk	26.03.2020-28.03.2020
	Lecture 2: Technical Report Writing		https://youtu.be/9U_mqypKORw	https://drive.google.com/file/d/1EhldQyVbyFDDPrJEnthrhtkM3TrKiO4F/view?usp=drivesdk	30.03.2020-04.04.2020
	Lecture 3: Technical Proposals			https://drive.google.com/file/d/1Eladd8ZBAiJPsv7x8Jxtgv6phKU5rMs9/view?usp=drivesdk	
	Lecture 4: Free Technical Proposals Continue...		https://youtu.be/moJNlbsjgI4	https://drive.google.com/file/d/1Elmq46L6hqnpHpN-Rz_HgXG7dj1rgD31/view?usp=drivesdk	06.04.2020-11.04.2020
	Lecture 5: Active Voice and Passive voice		https://youtu.be/nXNFyY7xe8I	https://drive.google.com/file/d/1FCYlvZKgRIc13LpB-qT7drl95Uc1bsfH/view?usp=drivesdk	06.04.2020-11.04.2020
	Lecture 6: Exercise on Voice , Collocation		https://youtu.be/CqRloBkyqQs	https://drive.google.com/file/d/11bxIxRNYf-LghVkaoJhLbOJg7eTvxnZI/view?usp=drivesdk	13.04.2020-18.04.2020
Module 4 COMMUNICATION FOR EMPLOYMENT	Lecture 7: Letter writing (Part 1)		https://youtu.be/xay5TeJVSC0	https://drive.google.com/open?id=1QQdCtg-ig7cRuVwRVP5jQP0DV2uJFKnP	13.04.2020-18.04.2020
	Lecture 8: Letter			https://drive.google.com/open	20.04.2020-

T	Writing (sample letters)			?id=1QRze03wRaIznP1HmyPwfZE5s9DvtCNP6	25.04.2020
	LECTURE 9: READING COMPREHENSION: GENERAL CONTEXT			https://drive.google.com/open?id=1QSMOQjqvQiMwcDcipIfkyrNwH_e-2CIm	20.04.2020- 25.04.2020
	LECTURE 10: READING COMPREHENSION: TECHNICAL CONTEXT			https://drive.google.com/open?id=1QYyCeZeXKIOkbh0oGWnklfvh8dzfV9t7	27.04.2020- 02.05.2020
Module 5 COMMUNICA TION AT WORKPLACE	LECTURE 11: INTER PERSONAL COMMUNICATION SKILL		https://youtu.be/x8vWVWNbk48 https://youtu.be/_tG9YHeZT2A	https://drive.google.com/open?id=1o_4L767FINBR9uJQcqEEQ87OczXkd445	27.04.2020- 02.05.2020
	LECTURE 12: PRESENTATION SKILL		https://youtu.be/ADJAcyTq1us	https://drive.google.com/open?id=1TvouRovD8IAzrdnYuORTpwwqAVkJbEG7y	04.05.2020- 09.05.2020
	LECTURE 13: GROUP DISCUSSION		https://youtu.be/voyGGhlpBR8 https://youtu.be/JuBAXrPGiXg	https://drive.google.com/open?id=1bnmTKOVLxQ_r70A5bGsNpbVHdu_e4OHQ	04.05.2020- 09.05.2020
	LECTURE 14: EMPLOYMENT INTERVIEW		https://youtu.be/1mHjMNZZvFo https://youtu.be/nhTcuUvLGOE	https://drive.google.com/open?id=1bmooZN66X1aYhPFv70bgUwII5pQSs55W	11.05.2020- 16.05.2020
	PPT ON MODULE 5	https://drive.google.com/open?id=1ZleYAb3EAy0xHkGnz8HmVwGWn_XL-M_1			11.05.2020- 16.05.2020
	REVISION	MODEL QUESTION PAPER			18.05.2020- 19.05.2020