STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI
COURSE PLAN June - November 2024

Department : English
Name/s of the Faculty : Dr. Varsha Dharline V
Course Title : Presentation Skills
Course Code : 23CE/MC/PS13
Shift : II

COURSE OUTCOMES (COs)

COs	Description	CL
CO1	outline presentation styles and express effective presentation skills	K1, K2
CO2	compare and contrast speeches for different occasions	K3
CO3	identify rhetorical devices and organise presentations using the concepts	K4
CO4	critically appraise the use of non-verbal communication that enhances presentations	K5
CO5	design and develop presentations using multimedia tools and techniques	K6

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Jun 24 – 26, 2024 (Day Order 4 - 6)	1	Features of an Information Presentation	K1-K6	1	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components
Jun 27 – July 4, 2024 (Day Order 1 - 6)	1	Features of an Information and Persuasion Presentation	K1-K6	4	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components
July 5 – 12, 2024 (Day Order 1 - 6)	1	Basic Presentation Patterns and Creating Visual Information	K1-K6	4	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components

July 15 – 23, 2024 (Day Order 1 - 6)	1	Preparing an Outline and Acknowledging Sources	K1-K6	4	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components
July 24 – 31, 2024 (Day Order 1 - 6)	2	Paralinguistic Features – Eye Contact, Body Language, Voice Modulation	K1-K6	4	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components
Aug 1 – 5, 2024 (Day Order 1 - 3)	2	Using a Note card for a Presentation	K1-K6	3	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components
Aug 6 – 10, 2024	**C.A. Test - I**						
Aug 12 – 14, 2024 (Day Order 4-6)	2	Using Rhetorical Devices	K1-K6	1	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components
Aug 16 – 23, 2024 (Day Order 1-6)	2	Using Rhetorical Devices and Observing Features of Good Speeches	K1-K6	4	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components
Aug 27 – Sep 3, 2024 (Day Order 1-6)	3	Handling Post Presentation Interaction	K1-K6	4	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components
Sep 4 – 11, 2024 (Day Order 1-6)	3	Providing Constructive Positive/Negative Feedback	K1-K6	4	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components

Sep 12 - 20, 2024 (Day Order 1-6)	3	Speech for Special Occasion	K1-K6	4	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components
Sep 23 - 26, 2024 (Day Order 1-4)	4	Using Appropriate Presentation Software	K1-K6	3	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components
Sep 27 – Oct 3, 2024	**C.A. Test - II**						
Oct 4 – 5, 2024 (Day 5 & 6)	4	Choosing an Effective Design in Presentation Software	K1-K6	2	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components
Oct 7 - 15, 2024 (Day Order 1 to 6)	4	Using Slide Transitions and Animation Effectively	K1-K6	3	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components
Oct 16 - 22, 2024 (Day Order 1 to 6)	4	Using Word-Processing Software to Create a Handout and Using Data-Processing Software to Create a Chart or Graph	K1-K6	4	1-5	Lectures, Group Discussions and Practical Tasks	End Semester Examination, CA Tests and Other Components
Oct 23 - 24, 2024 (Day Order 1 to 2)	**REVISION**						