

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI

COURSE PLAN (June - November 2026)

Department : English

Name/s of the Faculty : Ms. Faazila Jabeen H

Course Title : Presentation Skills

Course Code : 25CE/MC/PS15

Shift : II

COURSE OUTCOMES (COs)

COs	Description	CL
CO1	identify effective presentation skills	K1
CO2	interpret and organise presentations using the concepts of determining and ordering of central, main and supporting ideas	K2
CO3	demonstrate and deliver effective and engaging presentation	K3
CO4	compare and use non-verbal communication to enhance their presentations	K4
CO5	select and incorporate multimedia tools and techniques in presentations	K5 - K6

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Jun 22, 2026 (Day Order 6)	1	1.1 What is a presentation (the audience, the presenter and the presentation) 1.2 Types of presentations 1.2.1 Informative Presentation	1-6	5	1-5	Lectures, Group activities	MCQ quiz
Jun 23 – July 1, 2026 (Day Order 1- 6)	1	1.2 Types of presentations 1.2.2 Persuasive Presentation 1.2.3 Speeches for Special Occasions	1-6	5	1-5	Lectures, Group activities	MCQ quiz
July 2 – July 8, 2026 (Day Order 1- 6)	1	1.2 Types of presentations 1.2.3 Speeches for Special Occasions	1-6	5	1-5	Lectures, Group activities	MCQ quiz
July 9 – 16, 2026 (Day Order 1- 6)	2	2.1 Features of an effective presentation	1-6	5	1-5	Lectures, Pair practice	Creating a mock PPT

		2.2 Organisation and outline 2.2.1 Eight Basic Presentation Patterns					
July 17 – 24, 2026 (Day Order 1- 6)	2	2.2 Organisation and outline 2.2.2 Basic Outline Template 2.3 Using rhetorical devices	1-6	5	1-5	Lectures, Pair practice	Creating an outline
July 25 – 28, 2026 (Day Order 1- 3)	2	2.3 Using rhetorical devices	1-6	3	1-5	Lectures, Pair practice	Component 1 Powerpoint Submission (20 marks)
July 29 – Aug 3, 2026	C.A. Test - I						
Aug 4 - 6, 2026 (Day Order 4 - 6)	3	3.1 Types of Presentation Aids—charts, graphs, pictures, video and audio recordings, interactive presentation software, handouts	1-6	2	1-5	Lectures, individual activities	Hands-on use of PPT applications
Aug 7 – 14, 2026 (Day Order 1- 6)	3	3.1 Types of Presentation Aids—charts, graphs, pictures, video and audio recordings, interactive presentation software, handouts	1-6	5	1-5	Lectures, individual activities	Hands-on use of PPT applications

Aug 17 - 24, 2026 (Day Order 1- 6)	3	3.2 Creating Visual Information—Principles of an Effective Design	1-6	5	1-5	Lectures, Show and tell activity	Hands-on use of PPT applications
Aug 25 – Sep 2, 2026 (Day Order 1- 6)	3	3.3 Introduction to basic features and tools in presentation software	1-6	5	1-5	Lectures, Show and tell activity	Hands-on use of PPT applications
Sep 3 – 11, 2026 (Day Order 1- 6)	4	4.1 Non-verbal Communication types—kinesics, paralanguage, personal appearance, proxemics and chronemics	1-6	5	1-5	Lectures, Show and tell activity	Improvised presentations
Sep 15-17, 2026 (Day Order 1 - 3)	4	4.2 Using notecards and speaker notes	1-6	3	1-5	Lectures, reading from flashcards	Improvised presentations
Sep 18 –23, 2026	C.A. Test - II						
Sep 24 - 28, 2026 (Day 4 – 6)	5	5.1 Preparing for and controlling the post-presentation interaction	1-6	2	1-5	Lectures, Group presentations	Component 2 Outline submission and Presentation (30 marks)
Sep 29 – Oct 7, 2026 (Day Order 1 - 6)	5	5.1 Preparing for and controlling the	1-6	5	1-5	Lectures, Group presentations	Component 2 Outline submission and

