

DEPARTMENT OF ENGLISH
SGK GOVERNMENT DEGREE COLLEGE-VINUKONDA- GUNTUR DIST
Annual Departmental Plan 2020-21

S.No	Programme	Expected Date/Month	Remarks
1	Semester Curriculum Plan	First week of the Semester	prepared by faculty members collectively on all the units
2	Teaching Synopsis	First week of the Semester	prepared by faculty members for the respective topics dealt with
3	Teaching Diary	5 th – 7 th of Every Month	Prepared by the respective faculty member for the previous month
4	Curriculum Enrichment	December-2021	prepared by faculty members collectively for the subject
5	Bridge Course	1 st week of December	Basic grammar classes for all the students from telugu medium
6	Collection of Student Bio-Data	3 rd Week of December	For 1 st year admitted students by the concerned proctor. II & III year students' Bio-data sheets to be transferred by the previous proctors.
7	Student Seminar	One class per week in every month	Five Students from each class
8	Book review by the students	February	With five bright students from each class
9	International English day	23 April	2022-Competitions and activities for students
10	Study Projects	January & February	Motivating students for project work on their interesting topic
11	Quiz Programme	One in every month	Conducted in the class with students divided into groups
12	Guest Lectures	Two Guest Lectures per Semester	By Renowned Resource persons
13	Organisation of Workshop/Seminars	District/State Level Workshop on the enhancement of LSRW Skills.	Subject to availability of financial assistance
14	Attend Seminars/Workshops		Each faculty @ 2 per year
15	Evaluation Reforms	Use of Google forms	
16	Publication	Planning for ISBN Book in the month of July 2022	Subject to allotment of ISBN
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18	Use of Computer Lab/LCD Projector	Minimum 1 classes for every unit	PPT prepared by Faculty in their respective topics
19	Counselling of Students	Minimum 5 students per week.	To be counselled by the Proctor
20	Grouping of Students	After Ist Mid	
21	Remedial Coaching	Jan-Feb/2022 and June-July/2022	Daily 6 th Hour
22	Student Progression	Coaching Classes for P.G. Entrance & Competitive Exams for the segment English	To be framed based on the time constraints
23	Governance & Leadership	Student Membership in department committee	Students involvement in programmes 1. Teachers Day 2. Fresher's Day 3. Annual Day 4. Community Service Programmes 5. Field Trips
24	Best Practice	1. ICT enabled Teaching 2. Activity based curriculum 3. Learner-centred Teaching 2. Guiding students for their enrichment of LSRW skills. 3.Motivating them for maximum participation in all activities at their best.	