

**Govt. Polytechnic Hamirpur (H.P.)**  
**Practical Planning & Coverage**

Branch : **COMPUTER ENGG**  
Subject : **SPORTS AND YOGA**  
Teacher : **Indy Rani Chandel**

Semester : **First**  
Session : **Aug - Dec 2024**  
Laboratory : **SCA**

Pract. No.	Description of Practical/Activity	Reference for Procedure	Likely Dates	Actual Dates	Signature
1	Introduction to Physical Education o Meaning & definition of Physical Education. o Aims & Objectives of Physical Education. o Changing trends in Physical Education. o Olympic Movement o Ancient & Modern Olympics (Summer & Winter.) o Olympic Symbols, Ideals, Objectives & Values. o Awards and Honours in the field of Sports in India (Dronacharya Award, Arjuna Award, Dhyanchand Award, Rajiv Gandhi Khel Ratna Award etc.). Physical Fitness, Wellness & Lifestyle o Meaning & Importance of Physical Fitness & Wellness. o Components of Physical fitness. o Components of Health related fitness. o Components of wellness. o Preventing Health Threats through Lifestyle Change. o Concept of Positive Lifestyle. 34 o Fundamentals of Anatomy & Physiology in Physical Education, Sports and Yoga o Define Anatomy, Physiology & Its Importance. o Effect of exercise on the functioning of Various Body Systems. (Circulatory System, Respi- ratory System, Neuro-Muscular System etc.).		3rd, 4th and 5th week of August		
2	Kinesiology, Biomechanics & Sports o Meaning & Importance of Kinesiology & Biomechanics in Physical Edu. & Sports. o Newton's Law of Motion & its application in sports. o Friction and its effects in Sports. o Postures o Meaning and Concept of Postures. o Causes of Bad Posture. o Advantages & disadvantages of weight training. o Concept & advantages of Correct Posture. o Common Postural Deformities – Knock Knee; Flat Foot; Round Shoulders; Lordosis, Ky- phosis, Bow Legs and Scoliosis. o Corrective Measures for Postural Deformities.		1st, 2nd and 3rd week week of September		
3	Yoga o Meaning & Importance of Yoga. o Elements of Yoga. o Introduction - Asanas, Pranayama, Meditation & Yogic Kriyas o Yoga for concentration & related Asanas (Sukhasana; Tadasana; Padmasana & Sha-shankasana). o Relaxation Techniques for improving concentration Yognidra. o Yoga & Lifestyle o Asanas as preventive measures. o Hypertension; Tadasana, Vajrasana, Pavan Muktasana, Ardha Chakrasana, Bhujangasana, Sharasana. o Obesity: Procedure, Benefits & contraindications for Vajrasana, Hastasana, Trikonasana, Ardh Matsyendrasana. o Back Pain: Tadasana, Ardh Matsyendrasana, Vakrasana, Shalabhasana, Bhujangasana. o Diabetes: Procedure, Benefits & contraindications for Bhujangasana, Paschimottasana, Pavan Muktasana, Ardh Matsyendrasana.		4th of September & 1st and 2nd week of Oct.		
4	Asthema: Procedure, Benefits & contraindications for Sukhasana, Chakrasana, Gomukhasana, Parvatasana, Bhujangasana, Paschimottasana, Matsyasana. o Training and Planning in Sports o Meaning of Training. o Warming up and limbering down. o Skill, Technique & Style. o Meaning and Objectives of Planning. o Tournament – Knock-Out, League/Round Robin &		3rd, 4th and 5th week of Oct.		
5	Psychology & Sports o Definition & Importance of Psychology in Physical Edu. & Sports. o Define & Differentiate Between Growth & Development o Adolescent Problems & Their Management. o Emotion: Concept, Type & Controlling of emotions. o Meaning, Concept & Types of Aggressions in Sports. o Psychological benefits of exercise. o Anxiety & Fear and its effects on Sports Performance. o Motivation, its type & techniques. o Understanding Stress & Coping Strategies. o Doping o Meaning and Concept of Doping. o Prohibited Substances & Methods. o Side Effects of Prohibited Substances.		1st and 2nd week of September		
6	Sports Medicine o First Aid – Definition, Aims & Objectives. o Sports injuries: Classification, Causes & Prevention. o Management of Injuries: Soft Tissue Injuries and Bone & Joint Injuries. o Sports / Games Following sub topics related to any one Game/Sport of choice of student out of: Athletics, Badminton, Basketball, Chess, Cricket, Kabaddi, Lawn Tennis, Swimming, Table Tennis, Vol leyball, Yoga etc. o History of the Game/Sport. o Latest General Rules of the Game/Sport. 36 o Specifications of Play Fields and Related Sports Equipment. o Important Tournaments and Venues. o Sports Personalities. o Proper Sports Gear and its Importance.		3rd and 4th week of September		

Signature of Teacher  
**Indy Rani Chandel**

**20/10/24**

Signature of H.O.D.

Government Polytechnic Hamirpur (H.P.)

Lesson Planning (Theory)

Semester First

Session : Aug - Dec 2024

Theory

Branch:

Electrical Engg.

Subject:

Communication Skills in English

Teacher:

Indu Rani Chandel

S. No	No. of Lectures	week	Chapter/Unit Description	Detail of Contents	Reference Resources	Remarks
1	9	3rd,4th,5th week of August	Unit- 1 communication : Theory and practice	Basics of Comm. : Introduction , meaning and definition,process of comm. etc. . 2. Types of Comm. : Formal and Informal , Verbal , non verbal & written barriers to effective comm. 3. 7 Cs for comm. (Considerate,Concrete,concise ,clear,complete,correct ,courteous .) 4. Art of Effective comm. .5. Technical Comm. .	R4.R5	
2	6	1st,2nd week of september	Unit 2 . Soft Skills for professional Excellence	1. Introduction : soft Skills & Hard Skills. 2. Importance of soft skills . 3. Life skills : Self - Awareness & self analysis , adaptability emotional intelligence 7 empathy etc . 4. Applying soft skills across cultures	R4 R5	
3	12	3rd,4th,week of september,1st 2nd week of oct.	Unit - 3 Reading Comprehension	Section 1. Short stories 1. The Gift Of The Magi By O Henry 2 " Uncle Podger Hangs a Picture " By Jerome K. Jerome Section 2 Poetry 1 "Night of The Scorpion " By Nissim Ezekiel 2 " Stpping by Woods on a Snowy Evening " By Robert Frost 3. "Where The Mind Is Without Fear " By Ravindranath Tagore	R5	
4	9	3rd,4th, 5th week of October	Unit 4 Professional Writing	1 The art of precis writing 2 Letters Business & Personal 3. Drafting e-mail, notices ,minutes of a meeting etc	R5, R3	
5	6	1st,2nd,3rd,4th week of november	Unit 5 Vocabulary & Grammar	1 Glossary of Administrative Terms 2 One -Word Substitution, Idioms & Phrases etc 3 Parts of speech active & passive voice . Tenses etc . Punctuation	R3.R2	

Reference Books

- R 1 ECS-I Abhishek Publications
- R 2 HG Publication Grammar
- R 3 General English By Lucent
- R 4 Communication Skills By K K. Dhir
- R 5 ECS - I Eagle Publication

Signature of Teacher

Indu Rani Chandel

Signature of HOD

Applied Sc. & Humanities

**Government Polytechnic Hamirpur (H.P.)**

**Lesson Planning (Theory)**

Branch: **COMPUTER ENGLIN**  
 Subject: **Communication Skills in English**  
 Teacher: **Trishu Rani Chandel**

Semester First  
 Session: Aug - Dec 2024  
 Theory

S. No.	No. of Lectures	week	Chapter/Unit Description	Detail of Contents	Reference Resources	Remarks
1	9	3rd,4th, 5th week of August	Unit - 1 communication Theory and practice	Basics of Comm. Introduction, meaning and definition, process of comm. etc. 2 Types of Comm. Formal and Informal. Verbal, non verbal & written barriers to effective comm. 3 7 Cs for comm. (Considerate, Concrete, concise, clear, complete, correct, courteous.) 4 Art of Effective comm. 5 Technical Comm.	R4 R5	
2	6	1st, 2nd week of september	Unit 2. Soft Skills for professional Excellence	1. Introduction: soft Skills & Hard Skills. 2. Importance of soft skills. 3. Life skills: Self-Awareness & self analysis, adaptability emotional intelligence 7 empathy etc. 4. Applying soft skills across cultures.	R4 R5	
3	12	3rd, 4th, week of september, 1st 2nd week of oct.	Unit - 3. Reading Comprehension	Section 1. Short stories 1. The Gift Of The Magi By O. Henry. 2. "Uncle Podger Hangs a Picture" By Jerome K. Jerome. Section 2. Poetry 1. "Night of The Scorpion" By Nissim Ezekiel. 2 "Stopping by Woods on a Snowy Evening" By Robert Frost. 3. "Where The Mind Is Without Fear" By Ravindranath Tagore.	R5	
4	9	3rd,4th, 5th week of October	Unit 4. Professional Writing.	1. The art of precis writing. 2. Letters: Business & Personal. 3. Drafting e-mail, notices, minutes of a meeting etc.	R5, R3	
5	6	1st,2nd,3rd,4th week of november	Unit 5. Vocabulary & Grammar	1 Glossary of Administrative Terms. 2. One -Word Substitution, Idioms & Phrases etc. 3. Parts of speech, active & passive voice, Tenses etc., Punctuation.	R3, R2	

**Reference Books:**

- R 1 ECS-I Abhishek Publications
- R 2 HG Publication Grammar
- R 3 General English By Lucent
- R 4 Communication Skills By K.K. Dhir
- R 5 ECS - I Eagle Publication

Signature of Teacher

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Applied Sc. & Humanities

Signature of HOD