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DEPARTMENT OF ELECTRICAL ENGINEERING

Govt. Polytechnic, Balasore

LESSON PLAN FOR ACADEMIC SESSION - 2026-27

Professional Skills

Course Code : EEPE301(a)	Semester : 5th
Total Periods : 45 Hours	Examination : 3 Hours
Theory Periods : 3 P/Week	Progressive Assessment: 30 Marks
Maximum Marks : 100	End Semester Examination : 70 Marks
Semester From Date : 01/07/2026	To Date : 05/11/2026
Name of the Teaching Faculty: Er. Biswajit Mallik, Sr. Lect. (ELECT)	

WEEK	PERIOD	TOPIC
1st	1st	Communication Skills: Introduction and Active listening.
	2nd	Verbal and non-verbal communication.
	3rd	Written communication
2nd	1st	Presentation skills
	2nd	Conflict resolution
	3rd	Teamwork and Collaboration: Building trust within a team
3rd	1st	Effective collaboration strategies
	2nd	Role delegation and responsibility sharing
	3rd	Conflict resolution within a team
4th	1st	Problem-Solving: Identifying root causes of issues
	2nd	Generating solutions and evaluating options
	3rd	Decision-making under pressure
5th	1st	Critical thinking skills
	2nd	Triple constraint issues
	3rd	Time Management: Prioritization and task management
6th	1st	Setting realistic deadlines
	2nd	Effective time planning and organization
	3rd	Emotional Intelligence: Self-awareness and emotional regulation
7th	1st	Empathy and understanding others' emotions
	2nd	Managing interpersonal relationships
	3rd	Motivation

8th	1st	Social skills
	2nd	Emotional Intelligence (EQ)
	3rd	Stress management
9th	1st	Professional Ethics and Integrity: Workplace ethics and code of conduct
	2nd	Confidentiality and data privacy
	3rd	Professional accountability
10th	1st	Revision of Communication Skills
	2nd	Revision of Presentation skills and Conflict resolution
	3rd	Revision of Teamwork and Collaboration building trust
11th	1st	Revision of Effective collaboration strategies and role delegation
	2nd	Revision of Problem-Solving root causes and evaluating options
	3rd	Revision of Decision-making under pressure and critical thinking
12th	1st	Revision of Triple constraint issues
	2nd	Revision of Time Management prioritization and realistic deadlines
	3rd	Revision of Effective time planning and organization
13th	1st	Revision of Emotional Intelligence self-awareness and empathy
	2nd	Revision of Managing interpersonal relationships, motivation, and social skills
	3rd	Revision of Stress management
14th	1st	Revision of Professional Ethics and workplace ethics.
	2nd	Revision of Confidentiality, data privacy, and professional accountability
	3rd	Comprehensive course review
15th	1st	Exam preparation guidance
	2nd	Progressive assessment discussion
	3rd	Final course summary and doubt clearing

B. maulu
01/07/26

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Teaching Faculty

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