

Module Title: Communication and Academic Development**Module Code: B1179****Level: BAICA – 1st Semester...Lesson Plan**

S. No.	Units	Topics / Activities
1	Introduction to Academic Writing	<ul style="list-style-type: none">• Meaning of Academic Writing• Formal Language and Structure• Evidence-Based Writing
2	Understanding Plagiarism	<ul style="list-style-type: none">• Meaning of Plagiarism• Types of Plagiarism• Academic Consequences
3	Paraphrasing Basics	<ul style="list-style-type: none">• Meaning of Paraphrasing• Simple Paraphrasing Techniques• Avoiding Plagiarism through Paraphrasing
4	Report Writing Structure	<ul style="list-style-type: none">• Executive Summary• Table of Contents• Introduction• Main Body• Conclusion and Recommendations
5	Writing Report Sections	<ul style="list-style-type: none">• Writing Executive Summaries• Writing Introductions• Organizing Main Body with Headings
6	Conclusion and Recommendations	<ul style="list-style-type: none">• Writing Conclusions• Writing Recommendations
7	Introduction to Citations	<ul style="list-style-type: none">• Purpose of Citations• In-text (Parenthetical) Citations
8	Essay Writing Basics	<ul style="list-style-type: none">• Meaning and Structure of Essays• Essay Introduction, Body and Conclusion
9	Report vs. Essay Writing	<ul style="list-style-type: none">• Differences Between Report and Essay• Appropriate Tone and Style
10	Paraphrasing for Essays	<ul style="list-style-type: none">• Paraphrasing in Essay Writing• Avoiding Plagiarism in Essays
11	Citations and Source Selection	<ul style="list-style-type: none">• Parenthetical Citations• Narrative Citations• Credible vs. Non-Credible Sources
12	Referencing and Academic Integrity	<ul style="list-style-type: none">• Reference List Writing• Referencing for Reports and Essays• Final Plagiarism Prevention Practices

