

MADHYAMGRAM B.ED. COLLEGE



Recognised by NCTE
Affiliated to WBSU

B.Ed.

SESSION : 2010-2011

Academic Calendar

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The National Council for Teacher Education (NCTE) is a statutory body setup by an act of Parliament to ensure planned and co-ordinate development of Teacher Education throughout the country. It has prescribed a minimum of 210 working days for the conduct of B.Ed programme of an academic year duration.

The quality of Teacher Education Programme depends on quality and relevance of curriculum and innovations tried in its transaction. Successful conduct of B.Ed Programme depends upon many factors such as availability of the infrastructural facilities, competence and commitment of faculty, work climate, institutional ethics, leadership and management style. For launching a successful educational endeavor, one of the requirements is that an institution should have a blueprint, that is, a chart of programmes and activities to be organized during the academic session. In this context a calendar of activities would serve as an operational frame –work for **Madhyamgram B.Ed College**.

Areas of focus

For bringing qualitative improvement in the Secondary Teacher Education programme, attention needs to be given to the following aspects.

- 1) Practice Teaching- In order to prepare an effective teacher, adequate emphasis should be given to practice teaching and its allied activities.
- 2) Experience of working in schools – internship programme where student teachers are given opportunity to function as full-fledged school teachers under the guidance of their College supervisors and co-operative school teachers, needs to be adequately provided for.
- 3) Exposure of effective teaching –Student teachers should be exposed to effective teaching through different methods and techniques by their teachers, who should demonstrate a variety of practices related to good teaching.
- 4) Co-Curricular activities:- For all-round development of students, Co-curricular activities are organized by the teachers in their schools. Teacher Education institution should, therefore, plan a variety of Co-curricular activities throughout the session with objective of developing capability in student teachers to organize similar programme by themselves.
- 5) Work with the community: - School and community are inter-related. Therefore student teachers should be provided with an experience of working with the community.
- 6) Continuous and comprehensive evaluation:- Though the Teacher Education institutions profess that evaluation should be made comprehensive and continuous, their schedule of activities hardly reflects it.

The schedule of B.Ed programme should cover the following broad areas–

- i) General orientation
- ii) Theory, practical and laboratory work
- iii) Teaching Practice
- iv) Co-curricular activities/community work and
- v) Evaluation

The suggested duration and distribution of the activities over an academic session, which provide the broad contour of the academic calendar, are as follows:-

Academic calendar

Distribution of activities of 33weeks.

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|-----------------------|--|
| a) Week 1----> | General orientation to the B.Ed programme. |
| b) Weeks 2----13----> | Theory and practical work relevant to practice teaching and training in the organization of Co-curricular activities (day-observation/ celebration, seminar, exhibition etc) |
| c) Weeks 14---15----> | Preparation for internship / practice teaching in School, Demonstration lesson Criticism lesson. |
| d) Weeks 16---21----> | Internship /practice teaching in School. |
| e) Weeks 22---33----> | Excursion-cum-Study tour, Test Examination, Theory practical work, Co-Curricular activities, seminars, tutorials extension, lectures, cultural and |

Sports activities, assignment, related to theory and classroom practical work.

a) Activities in week 1

General orientation:-

- 1) About teaching as a profession
- 2) About the institution
- 3) About the faculty
- 4) About the B.Ed programme i.e. Theory programme, Practice teaching, Practical work, Evaluation of the course, Co-curricular activities.
- 5) Entry Level Test

b) Activities in weeks 2---13

A) Theory Components

1) Selection of conceptual content i.e

- *Teaching learning process
- *Psychology of adolescents
- *Sociology of the classroom
- *Classroom interaction
- *Concept of discipline
- *Concept of management
- *Co-operative teaching
- *Personalized learning/instructional programme
- *Use of library and the internet
- *Use of educational technology in teaching- learning process
- *Such relevant topics for the classroom test

2) Teaching methodology

The courses of the methodology of teaching subjects are to be taken up in two phases.

Phase I----→ During the first phase content deficiencies of the student teachers are to be identified and made good through self-study. A content analysis of the subject matter could help the student teachers to re-look at the subject matter.

Phase II--→ During the second phase, different approaches to the teaching of the school subjects, Pedagogical analysis, transactional strategies and evaluation techniques are to be made . Organizing discussions, delivery lectures encouraging through assignment, demonstration of lessons, using of teaching aids like projectors, CD-ROM, Pictures, charts, cartoons would help the student teachers to develop their teaching methodology.

3) Skill related component

Work experiences are to be integrated with the teaching of school subjects as it can be effectively used for preparing teaching aids.

4) Co-curricular activities

Prayer/assembly, campus cleaning, organization of social and cultural functions participation of seminar exhibition, publishing of wall magazine, participation in various games and sports etc are the examples of Co-curricular activities during this period.

B) Pre- practice teaching inputs

During this period student teachers be provided with inputs and skills essential for their practice teaching programme like-----

- 1) Pedagogical analysis
- 2) Simulated teaching
- 3) Demonstration lessons by Teacher Educators/School Teachers
- 4) Training in preparation and use of teaching ---learning materials
- 5) Construction, administration and analysis of achievement tests
- 6) Practice of planning lessons

c) Activities in week 14–15

Planning lesson in advance in each subject with teaching learning materials are to be done by the student teachers and this should have been approved by their subject experts.

d) Activities in week 16–21

Practice teaching in school:-

It should always be kept in mind that the schools are the laboratory for the B.Ed programme. School experience is essential for student teachers in getting first hand experience of the school life from a teachers' perspective .So, teaching practice are to be organized intensively, keeping in view the following considerations.

A) Delivering at least 20 lessons in each subject

Out of 40 lessons that each student teachers is expected to deliver lessons on each of the 2 method subjects opted for the B.Ed course. 50% of these lessons are to be supervised by different teacher educators. Related school teacher may also be associated with this supervision. The peers should also observe each others lesson and provide feedback on their teaching. While supervising the lesson the supervisors may keep the following aspects in view:-

- *Clarity and appropriateness of specific objectives of the lesson.
- *Planning an organization of the lesson, selection of the content and materials.
- *Effectiveness of introduction
- *Clarity of presentation
- *Accuracy of concepts
- *Accuracy of adopting methods
- *Pupils participation
- *Formatting evaluation
- *Comprehension by pupils
- *General classroom management
- *Teacher-pupil interaction
- *Effective use of teaching aids.

B) Discussion lessons

All student teachers are expected to deliver at least 1 discussion/ criticism lesson on their teaching which should be supervised by the teacher educators.

C) Activities of fellow student teachers in each subjects

Student teachers while observing a discussion lesson of a fellow student teacher should record their observations on a pre-designed proforma which should be given back to concerned student teacher soon after the lesson is over.

D) Preparation and use of teaching learning material

The teaching learning materials attest one in each teaching subject prepared by the student teachers during their practice teaching are to be submitted to the concern subject experts for the purpose of evaluation.

E) Organizing and participating in co-curricular activities / games and sports

Student teachers should submit reports of the co-curricular activities /games and sports in which they had taken part and those which were organized by them. These would done for the purpose of evaluation.

F) Preparing and maintaining school records

*Attendance register

*Timetable

*Students performance records

*Teachers dairy

*Laboratory stock register

*Library records

*Examination register

*Student teachers should submit their reports at the end of the practice teaching programme for the purpose of evaluation.

G) Preparing a report on the case study

For this activity the student teachers could select topics such as identification of individual learning needs , remedial teaching, teaching of special needs children etc.

H) Construction and conduct of achievement test

Student teacher should construct and conduct at least 1 achievement test and reports should be submitted to the concerned teacher educators. The achievement test should contain

*Introduction

*Design of the test paper

*Development of blue print

*Construction of objective and short answer test items

*Scoring key

*Administration of the test

*Statistical analysis of raw scores (measures of Central tendency, standard deviation, graphical representation and their interpretation)

*Item analysis (calculation of difficulty value, discrimination index etc)

*Modification of rejected items

*Conclusion

I) Diagnosing pupils difficulties and remedial teaching

Student teachers should diagnose the learning difficulties of pupils and provide remedial teaching for them.

J) Daily correction of student work

Student teacher should correct assignments of their pupils for each practice teaching lesson and provide them meaningful feedback.

e) Activities in weeks 22-33

1) Theory and practical classes:- Various theoretical classes related to pedagogical school subjects are to be provided during this period .Practical activities related to the method subject, activities related to information and communication technology in teaching learning and various activities related to work experience are to be provided to the student teacher .

2) C0-curricular activities

A) Literacy activities:- Kavi sanmelans , Debate competition , Extempore speech competition , quiz are to be organized during this period . Publishing of college annual magazine during this period will develop the ability of communication and creative writing of the student teacher.

B) Cultural activities:-During this period some celebration of important days and festivals are to be performed through a well thought –out programme duly supported with audio-visual activities .

C) Study tour cum excursion

Any excursion cum study tour in a rural and natural setting would provide rich experience to student teachers. Participation in that tour always plays an important role in the socialization of individuals. The student teachers can be asked to under take the study of the community life and learn from their interaction with the community. Also it helps to enrich experience of living together and of sharing organizational responsibilities. Our college would provide that tour in the duration mentioned earlier.

D) Annual sports

Though various games and athletics be organized throughout the year by our college, all student teachers should be encouraged to participate in the annual sports which is an essential part of a vibrant B.Ed programme.

E) Community participation

For enabling active association of the community, it is essential that the B.Ed college will develop the required skills for participating and organizing various social programmes like literacy awareness , population awareness, blood donation camp, computer literacy awareness programme etc.

F) Mass cleaning programme

In order to create 'We feeling 'among the members of teaching, non-teaching staff, students ,our college designs, mass cleaning programme .On fixed date they join together and clean the campus .It has become a regular routine work of the college.

3) Evaluation

As we all know evaluation of individual is a continuous process, the objectives of evaluation in a B.Ed programme is to test the improvement to the physical , cognitive and socio emotional and psychomotor development of the student teachers. In the above context, Evaluation is of various kinds:-

a) Self evaluation

In a B,Ed programme there should be a place for self evaluation during simulated teaching, practice teaching , discussion lesson etc. The student teacher may be asked to evaluate themselves and identify their weakness in the teaching learning process.

b) Peer – group evaluation

Evaluation by peers is a valuable input for the student teacher to improve their professional competence.

c) Evaluation of assignments

The purpose of assignments is to give practical training to student teachers in skills related to experience of self learning. It is the responsibility of teacher educators to ensure that the student teachers should carry out their assignments with understanding and thinking .During this period a lot of assignments will be asked to submit.

d) Sessional test

In addition to assignments the internal assessment should be based on at least two sessional test organized by the college.

e) Evaluation of practice teaching

Evaluation of practice teaching has two components – external and internal assessments. It is suggested that the ratio of Internal and External assignment in the above context could be 50:50.

f) Evaluation of theory and practical

Evaluation of theory and practical have two components –Internal and External.

I) Internal –Internal examination should be based on sessional works of the student teacher with a weightage of less than 25%.

II)External -External examination is conducted by the affiliating University by taking steps such as ensuring coverage of entire syllabus with a weightage of not more than 75%.

Month wise distribution of projected activities

<u>Date</u>	<u>Projected Programmes</u>
	<u>July, 2010</u>
1. 1/07/2010	Commencement of B.Ed. classes.
2. 02/07/2008	Publishing of B.Ed. Routine and activities.
3. 02/07/2010-10/07/2010	General orientation programme.
4. 12/07/2010	Finalize of Compulsory Elective Papers (Paper VI) for students.
5. 15/07/2010	Formation of Staff Council, Teachers Council and its Sub-Committees like Academic Sub-Committee, Admission Sub-Committee, Examination Sub-Committee, Library Sub-Committee.
6. 15/07/2010	Selection of " Sikshartha Samsad " and Sub-Committees like Cultural Sub-Committee, Sports Sub-Committee, Exhibition-cum-Seminar Sub-Committee, Excursion Sub-Committee, Debate Sub-Committee, Practice Teaching Sub-Committee, Social Welfare Sub-Committee, Anti-Ragging Sub-Committee and Magazine Sub-Committee.
7. 17/07/2010	Nabin Baran Utsav.
8. 10/07/2010-23/07/2010	Entry Level Test.
9. 10/07/2010-31/07/2010	Activities related to Pedagogical Analysis of Method Papers, Practical Activities for Lab-Based papers.

<u>Date</u>	<u>Projected Programmes</u>
	<u>August, 2010</u>
1. 02/08/2010-31/08/2010	Course continuation and Activities related to Formation of Achievement Test, Activities related to Simulation Lesson and Demonstration of Practical Papers.
2. 09/08/2010	Celebration of " Baishe Shraban ".
3. 15/08/2010	Celebration of " Independence Day ".

September, 2008

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|------------------------------|-----------------------|---|
| 1. | 02/09/2010-30/09/2010 | Course Continuation. |
| 2. | 06/09/2010 | Celebration of " Teachers Day " and " Quize, Debate and Extempore speech Competition ". |
| 3. | 18/09/2010 | Publishing of Wall Magazine.
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| <u>October, 2010</u> | | |
| 1. | 1/10/2010-12/10/2010 | Planning of Lessons for Practice Teaching. |
| 2. | 13/10/2010-23/10/2010 | Puja vacation. |
| 3. | 25/10/2010-31/10/2010 | Course Continuation and Examination. |
| <u>November, 2010</u> | | |
| 1. | 1/11/2010-04/11/2010 | Course Continuation and Preparing of Lesson Plan for Execution of Teaching Practice in Schools. |
| 2. | 09/11/2010 | Course Continuation. |
| 3. | 13/11/2010 | Demonstration lessons for practice teaching. |
| 4. | 15/11/2010-16/11/2010 | Classes for Criticism Lesson. |
| 5. | 18/11/2010-30/11/2010 | School Contact and Practice Teaching. |
| <u>December, 2010</u> | | |
| 1. | 01/12/2010-23/12/2010 | Teaching practice. |
| <u>January, 2011</u> | | |
| 1. | 01/01/2011-10/01/2011 | Teaching practice continuation and Final Teaching. |
| 2. | 11/01/2011 | Submission of TLM related to practice teaching. |
| 3. | 11/01/2011-30/01/2011 | Course Continuation. |
| 4. | 13/01/2011-15/01/2011 | Seminar-cum-Workshop-cum-Exhibition. |
| 5. | 22/01/2011 | Annual College Sports. |
| 6. | 23/01/2011 | Celebration of " Netaji's Birth Day ". |
| 7. | 26/01/2011 | Celebration of " Republic Day ". |
| 8. | 27/01/2011-31/01/2011 | Excursion-cum-Study Tour. |

February 2011

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| 1. | Within 05/02/2011 | Expected University Annual Sports. |
| 2. | 10/02/2011-15/02/2011 | Mid-Term Test Examination. |
| 3. | 18/02/2011-28/02/2011 | Course continuation. |
| 4. | 21/02/2011 | Celebration of " International Language Day ". |
| 5. | 27/02/2011 | College Foundation Day. |
| <u>March,2011</u> | | |
| 1. | 05/03/2011 | Submission of Materials regarding Pedagogical Analysis, Achievement Test, Simulation Lesson, Observation Day. |
| 2. | Throughout entire month | Re-Test Exam, Various Assignment Tutorial Extension Lectures, Exam related to Paper –VII, IX and X. |
| 3. | 17/03/2011 | College Annual Programme, Prize Distribution, Publishing of Annual College Magazine and College Journal, Blood Donation Camp. |
| <u>April,2011</u> | | |
| | Entire Month | Exam related to Paper VII, IX and X. |
| <u>May, 2011</u> | | |
| | Entire Month | Tutorial Extension Lectures, Study Leave. |
| <u>June ,2011</u> | | |
| | Throughout the month B.Ed. Final Examination | |
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INNOVATIVE AND POSITIVE PRACTICES ADOPTED BY MADHYAMGRAM B.ED COLLEGE

In order to create a healthy working atmosphere both in academic and non-academic aspects, Madhyamgram B.Ed. College adopts various measures from time to time.

A) Democratic body to look after the day to day affairs of the college

1) Governing Body-The members of Governing Body sit on a regular basis to look after various aspects of the college and to maintain the college as an ideal educational organization.

2) Staff Council- The members of staff council including the Lecturer-in-charge /Principal sit on a regular basis and pass resolution on different issues and work accordingly in democratic procedure.

3) Academic Sub Committee- The members of Academic Council including the Lecturer-in-charge /Principal sit on a regular basis and pass resolution on different issues related to academic part of the college and work accordingly in democratic procedure.

4) Finance Sub Committee-The members of finance committee including the Lecturer-in-charge /Principal sit on a regular basis to maintain financial transactions properly and systematically .

5) Library Sub Committee- To prepare lists of books required in each subject for the reference of both students and teachers. It also proposes the books to be meant for purchase for the development of the library as also for each being updated with the new books.

6) Admission Sub Committee- Members of this committee generally look after the entire admission procedure of our college.

7) Examination Sub Committee- Its takes decisions regarding fixing of days for the purpose of Exam, mode of Examination to be adopted & the procedures to be maintain. Also take decision regarding the cut of marks.

8) Selection Sub Committee- Members of this committee generally look after the selection procedure of academicians and staff of our college.

9) Anti Ragging Sub Committee- To keep an eye on the students who may be involved in any kind of unhealthy unprogressive action. It take decision on the kind of punishment to be given if some-one is found guilty.

10) Students community – Every year after the regular admission will be over, the students' community with cultural committee, sports committee and magazine committee will be formed through democratic approach. They regularly sit and plan for different activities under different environment.

B) Involving guest lecturers, professors, M.Phil and PhD scholars, educationist, renowned social workers is /will be regularly done by our college as academic and non-academic guidance.

C) Provisions of tutorial class- Our college has the provision of the tutorial classes where a group of related students are kept under a members of teaching staff. They sit regularly and clarify their doubts if any and share with their teachers about their problems and try to solve their problems.

D) Maintenance of progress register and lesson note by the teachers – various format of lesson note related to different activities have been developed by our college. Every student teacher are to be prepare and submit those lesson notes to the teacher educators.

FUTURE PLAN OF ACTION

The institution has a long way to go and many promises to keep. Being an institute of advanced study in education, it has promised to provide and to develop itself into a model institute. It is also planning to organize self financing courses like PTT, M.Ed., and B.P.Ed. in near future.

The following verse reminds us of our goals;

"The Woods are Lovely, Dark & Deep

But I have Promises to Keep.

Miles to Go before I Sleep

And Miles to Go before I Sleep."

*"By Education I mean, all-round development
-body, mind and spirit"*

