

PANJAB UNIVERSITY, CHANDIGARH-160014 (INDIA)

(Estd. under Panjab University Act VII of 1947-enacted by Govt of India)

FACULTY OF EDUCATION

SYLLABI

FOR

BACHELOR OF EDUCATION (B.Ed.) (Semester System)

REGULAR COURSE AND THROUGH CORRESPONDENCE

Two Year Programme

(Syllabus of Semester I & III)

2016-2018

DETAILS OF SCHOOL INTERNSHIP PROGRAMME (Semester I, II and III)

Objectives of School Internship Programme

- To develop conceptual and practical understandings about teaching and learning in school environment.
- To understand the learner, learning behavior and learning situations.
- To validate the theoretical understandings developed through various foundation and pedagogy courses.
- To understand and develop meaningful learning sequences appropriate to the different levels of learning.
- To mobilize appropriate resources for learning.
- To initiate the student teachers towards the practical process of teaching and learning.
- To sensitize the student teachers towards the prevailing formal school settings and to observe them meaningfully in order to acclimatize themselves for their future role as educators.
- To learn to plan and execute lessons in a typical formal school setting.
- To put theory into practice in real school environment.
- To get an opportunity to observe the teaching of experienced teachers.
- To work under the guidance of experienced school teachers.
- To know which types of records are maintained in the school and how they are prepared?
- To develop an insight about co-curricular and extra-curricular activities organized in the schools.
- To have feel of total experience of teachers in the school.
- To enable the pupil teacher to critically analyze the gained teaching experiences in actual school environment.

SEMESTER- I

Course Code: C-8
Pre-Internship- 1

Internal Assessment Total – 30
Preparation of

report - 15

Duration: 2 weeks

Presentation / sharing of the report- 15

COURSE DETAILS

In pre-internship-1 the school exposure programme shall be carried out in local/nearby school or schools. For this, the student teachers may be placed in various types of school such as Government, Private, Urban, Rural and Specified category schools (e.g. KVs, JNVs, Sainik schools, meritorious schools). A group of 10 to 12 student teachers may be placed in one school for this purpose. The supervising teacher from the parent institute will orient the Principal and faculty of the school about the whole school observation/experience programme. Efforts shall be made to provide exposure to as manytypes of schools as possible.

A student teacher (or a group of student teachers) needs to visit at least two types of schools: in the first week to one type of school; and in the second week to another type of school. **A brief orientation programme can be arranged before sending the student teachers to schools to acquaint them with the objectives and modalities of such programme.**

During this programme, the student teachers shall observe the following:

1. Philosophy, aim and vision of the school.
2. Organization & Management(Affiliating body, type of school, type of management)
3. The school/classroom environments with reference to infrastructure (area and layout), equipments, curriculum (critical analysis of any class in both teaching subjects), teaching learning materials, utilization of human resources.
4. Various co-curricular activities related to dramatics, literary, sports and fine arts etc.
5. Morning Assembly (Observation of conduct and activities carried out during morning Assembly).
6. After completion of the field exposure programme, student teachers shall be required to develop a detailed report and present it for evaluation at the parent college.

SEMESTER -II

Course Code: C-17

Pre-Internship-2

Internal Assessment Total – 30

Preparation of report - 15

Duration: 2 weeks

Presentation / sharing of the report- 15

COURSE DETAILS

Two weeks Pre-internship shall be carried out during the second semester in local/nearby school. For this, the student teachers may be attached to Government, Private, Urban, Rural, Special Schools (KVs, JNVs, Sainik Schools, meritorious schools, etc. affiliated to PSEB/CBSE/ICSE. Approximately 10 to 12 student teachers may be attached in one school for the purpose.

A student teacher (or a group of student teachers) needs to visit at least two types of schools: in the first week to one type of school; and in the second week to another type of school. **The college will organize at least two demonstration lessons in each school subject before** sending the student teachers to schools. The supervising teacher from the parent institute will orient the Principal and faculty of the school about the whole school observation/experience programme. During this programme, the student teachers shall observe the following:

1. The teaching learning process in the real classroom, use of multimedia, student participation, classroom management. .The student teachers shall observe teaching learning process for which they may use observation schedules. The institute shall develop these schedules; and orient the student teachers on the process of observation as well as use of the schedules.
2. Evaluation procedures used in the school
 - a) Types of evaluation
 - b) Maintenance of examination records
3. Library resources
4. Grants (Basic information and usage)
5. Purchase and maintenance records
6. Visit to innovative centre of pedagogy and learning/ educational resource centre.
7. Reflections on school experiences (local schools visited)

At the end of the programme, student teachers shall be required to develop a detailed report of the local school as well as of the innovative school/ educational resource centre separately and share with the school and present the same in the parent Institute.

SYLLABUS OF SEMESTER -III

Course Code: C-18

SCHOOL INTERNSHIP PROGRAMME

Total marks – 250

Duration: 16 Week

Assessment by concerned school – 50 marks

Pedagogical subjects- 100 in each subject
(External-70 + Internal-30)

16 weeks internship shall be carried out in the three phases as described below:

Phase-1 : Pre-Practice

Duration: 1 week (In parent institute)

1. Student teachers will learn to write micro, macro diary, ICT, test based and teaching model based lesson plans.
2. Every student teacher should go through simulated teaching practice in each teaching subject.
3. Workshop on development of audio visual aids be organized during this week.
4. Necessary orientation programmes for Mentor Teachers and Heads of the selected schools be organized by the institute.

Phase-2: Teaching Practice

Duration: 14 weeks

The school teaching practice phase can be divided into two blocks. In the first block of 7 weeks, student teachers may be engaged with students 'of either Upper Primary or Secondary classes; and in the second block of 7 weeks in reverse order. With the permission of higher authorities (DGSE, DEO and school principals) the convenient small groups of student teachers shall be attached to a school and he/she shall undertake such duties as are assigned to him / her by the Head Master/Principal of the school in all school related activities. During this period, he/she shall teach minimum of 60 lessons in each pedagogic subject under the supervision of the mentor teacher and respective teacher educators.

- ***Nomination of Mentor Teachers:*** During the internship different teachers of the schools may be nominated as mentor teachers. The role of the mentor teacher would be to share his/her professional experiences, present model lessons, assess student teachers' performance, and provide on-site guidance and support during internship.
- ***Identification of supervisors:*** The faculty members of the parent institute would be allotted to different schools as supervisors during the internship period. The supervisor shall coordinate the activities of the mentor teachers of the school; and assess student

teachers' performance, and provide on-site guidance and support during internship at least twice a week.

Activities for Student teachers: Student teachers shall undertake the following activities during this period:

Phase I. Planning and Facilitating Teaching Learning

(A) Preparing and delivering 120 lesson plans in two teaching subjects - **(60 + 60)**

- Macro Lesson Plans-40
- Diary form Lesson Plans- 07
- ICT Based Lesson Plans- 05
- Unit Test Based Lesson Plans- 04 (Preparing blue print & conducting unit tests)
- Lessons Plans based on Models of Teaching - 04

(B) Peer teaching observation - **20 +20** in each subject

Phase II. Assessment of students' performance:

- Preparation of CCE activities on the basis of self conducted unit tests of one class in one school.

III. Participation in School Activities

- Participation in organizing co-curricular activities i.e. Literary, Dramatics, Fine arts and sports (any two).
- PTA/PTM/SMC

Records to be submitted by a Pupil teacher:

- Teaching Practice file (Both teaching subjects)
- Assessment record (CCE)
- Record of Participation/organization of school activities

Phase – III

Post-Practice and Evaluation

Duration: 1 Week

The following activities shall be organized in the Post Practice phase:

- Presentation of brief report by each student teacher on his/her internship experiences.
- Inviting feedback from cooperating schools.

Evaluation (Total- 250 marks)

The weight age to different components of internship shall be assigned as under:-

- Assessment by concerned teaching subject school mentor teacher and teacher educator – **50 marks (25+25 in each subject)** on assessment **performa - A**

- Internal assessment on the basis of submitted records- 30 in each teaching subject **(30+30 in each subject =60)**
- External assessment: Final Skill- in-Teaching lesson in each subject to be conducted in the parent college **(70+70 in each subject =140)** under the supervision of external Internship Programme Coordinator appointed by the university.
- Breakup of external evaluation for each teaching subject (70 marks) is as follows:
 - Written Lesson - 10 Marks
 - Presentation - 40 Marks
 - Teacher Traits - 10 Marks
 - Teaching aids - 10 Marks

Performa-A: Assessment for School Internship

(To be given by Teaching Subject School Mentor Teacher and Teacher Educator for each Teaching Subject)

Total Marks : 50 (25+25) For two teaching subjects

Teaching Subject: _____
 Name of the Student _____
 Roll No. _____
 Name of the School _____
 Session _____
 Date _____

| Sr.No. | Teaching Aspects | Marks for the area | Marks Obtained |
|---------------|--|---------------------------|-----------------------|
| 1. | Adherence to school's rules & regulations (Punctuality, Attendance & General behaviour) | 5 | |
| 2. | Organization and participation in morning assembly and co-curricular activities. | 5 | |
| 3. | Development and use of teaching learning material (audio visual aids) | 2.5 | |
| 4. | Maintenance of School Records & Registers | 2.5 | |
| 5. | Participation in evaluative techniques (Developing question papers, making marking papers, helping & preparing results and assigning grades) | 5 | |
| 6. | Use of teaching strategies (knowledge of subject content, methodology, class room interaction, class control etc) | 5 | |
| Marks Total | | 25 | |

Signature of School Advisor/Coordinator/Mentor teacher:

Signature of Teacher Educator:

Counter signed by head of the school (along with stamp)

Note : Revised B.Ed Semester-I & III (2016-18) syllabus as per Board of Studies Decision on 16.06.2016