

Course Title: **Teaching Practice**

Course No: Ed. 440

Level: B.Ed.

Year: Fourth

Nature of course: Practical

Duration: 150 hours

1. Course Description

This course is designed to provide hands-on experiences to the students in the area of their profession for enabling them to become better teachers/professionals. It creates enabling conditions to the students for bringing professionalism through rigorous practice. The students will gain professional experiences in campus and in cooperating schools under the close supervision of faculty members of concerned campus/college/school. In this course, the students undertake four major activities in sequential stages: I. **Orientation of teaching practice**; II. **On-campus teaching**: 1. Construction of operational calendar and plans, 2. Micro teaching, 3. Peer teaching, 4. Test construction, 5. Curriculum and textbook analysis, 6. General introduction and preparation records maintained in the school III. **Teaching at school** and IV. **Overall report writing.**

2. General Objectives

The general objectives of this course are as follows:

- To enable the students to get insight into the overarching aim and phases of teaching practice programme
- To provide adequate learning experiences to the students for making them competent in preparing effective lesson plans with appropriate teaching techniques and teaching aids according to the content to be taught
- To enable the students to construct, administer, analyse and interpret appropriate tests according to the contents to assess the effectiveness of their own teaching
- To make them familiar with challenges and issues of teaching practice programme and ways to address them
- To develop skills of report preparation of teaching practice programme

3. Specific objectives and major activities

Specific Objectives	Major Activities
<ul style="list-style-type: none">• Elaborate the activities to be carried out in different stages of teaching practice programme• State the requirements to be fulfilled to complete the teaching practice	Stage I Orientation of Teaching Practice 2hours 1.1. Introduction to the stages of teaching practice program 1.2.Requirements to be fulfilled
<ul style="list-style-type: none">• Prepare operational calendar, annual work plan and unit plan• Prepare micro/daily lesson plans with teaching aids• Prepare tests	Stage II On Campus Teaching 110 hours Step 1 : Construction of operational Calendar, Annual Work Plan, Unit Plan 18 hours 2.1.1Preparation of operational calendar

<ul style="list-style-type: none"> Analyse the curriculum and textbook prepare school records 	<p>2.1.2 Preparation of annual work plan 2.1.3 Preparation of unit plan 2.1.4 Preparation of class schedule</p> <p>Step 2 : Micro teaching 24 hours</p> <p>2.2.1. Preparation of at least 15micro lesson plans using different teaching methods and instructional teaching materials (at least 10 lessons) 2.2.2 Preparation of teaching aids 2.2.3 Peer class observation (2 lessons)</p> <ul style="list-style-type: none"> Observation of teaching by peers in the presence of campus supervisor <p>Step 3 : Peer Teaching 40 hours</p> <p>2.3.1. Preparation of at least 15 daily lesson plans using different teaching methods and instructional teaching materials (at least 5 lessons) 2.3.2. Peer Observation (2 lessons)</p> <ul style="list-style-type: none"> Observation of teaching by peers in the presence of campus supervisor <p>Step 4 : Practice of Test Construction 10 hours</p> <ul style="list-style-type: none"> Test construction of both subjective as well as objective test item based on the lessons taught <p>Step 5 : Curriculum and Textbook Analysis 12 hours</p> <ul style="list-style-type: none"> Analysis of Curriculum or Textbook of the related subject <p>Step 6 : General introduction and preparation of records maintained in the school 6 hours</p>
<ul style="list-style-type: none"> Prepare lesson plans with teaching aids Prepare tests, administer and analyse them Collect School records Conduct co-curricular activities in the cooperating School 	<p>Stage III Teaching at Schools 20 hours</p> <p>3.1. Teaching (at least 12 lessons)</p> <p>3.1.1 Teaching related subjects in cooperating school 3.1.2 Observation of teaching of student teachers by campus supervisor and concerned teacher from the School</p> <p>3.2. Peer Observation (1 lesson)</p> <p>3.2.1 Observation of teaching by peers in presence of the campus supervisor</p>

	<p>3.3. Construction, administration and analysis of test and interpretation of test results</p> <p>3.3.1. Construction of both subjective as well as objective test items based on the lessons taught</p> <p>3.3.2. Administration of test</p> <p>3.3.4. Analysis and interpretation of test results</p> <p>3.4. Collection of school records (Academic, Physical, Administrative)</p> <p>3.5 Co-curricular activities</p>
<ul style="list-style-type: none"> • Prepare an overall report of the teaching practice 	<p style="text-align: center;">Stage IV</p> <p>Overall Report Writing 18 hours</p> <p>Preparation of overall report of teaching practice in a given format:</p> <ul style="list-style-type: none"> • Title page • Acknowledgments • Acronyms and Abbreviations • Abstract • Table of contents <p>Chapter I</p> <ul style="list-style-type: none"> • Background • Objectives • Methods <p>Chapter II Analysis of operational calendar and plans</p> <p>Chapter III Micro teaching</p> <p>Chapter IV Peer teaching</p> <p>Chapter V Teaching at campus/schools</p> <p>Chapter VI Analysis of curriculum and textbook</p> <p>Chapter VII Construction, administration and analysis of test and interpretation of test results</p> <p>Chapter VIII Analysis of school records</p>

4. Evaluation of Teaching Practice

Distribution of marks (Full Marks: 100)

Headings	Internal examination				External examination (40%)	Total
	On campus teaching		School teaching (20%)	Concerned teacher of cooperating school (5%)		
	Micro teaching (15%)	Peer teaching (20%)				
1. Teaching Performance						
1.1. Lesson plans	4	5	3		6	18
1.2. teaching aids	2	2	2		4	10
1.3. Knowledge of subject matter	3	4	3		5	15
1.4. Teaching Strategies	3	5	4		6	18
1.5. Classroom management	2	2	2		4	10
1.6. Students Teacher's Impression				3		3
1.7. Regularity				2		2
2. Peer observation	1	2	1			4
3. Overall Report writing						
3.1. Presentation			3		8	11
3.2. Overall Organization of the report			2		7	9
Total	15	20	20	5	40	100

5. Reference Materials

American Psychological Association. (2009). *Publication manual of American Psychological Association*. (6th ed.). Washington DC: APA.

Baharain Teachers College. (2008). *Teaching practice: Student teacher handbook*. Baharain: Baharain University

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School of Education. (2013). *Teaching practice handbook*. Cape Town: University of Cape Town

Faculty of Education. (2014). *Teaching practice handbook*. Hongkong: The University of Hongkong. <http://web.edu.hku.hk/community/school-university-partnerships/teaching-practice/teaching-practice-handbook> (Retrieved 8/23/2015)

Teaching Practice Syllabus of BEd Programme 2075

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