

Detailed Report on the Skill Enhancement and Pre-Practice Program at Lala Jagat Naryan Education College, Jalalabad (west), Session 2023-2024

Lala Jagat Naryan Education College, Jalalabad (West), organized a Skill Enhancement and Pre-Practice Program from **21st July 2023 to 7th August 2023**. The program was designed to equip B.Ed. semester III students with essential professional competencies and practical teaching skills before they entered their school teaching practice. It provided a platform to bridge the gap between theoretical knowledge and real classroom situations by focusing on effective communication, lesson planning, use of teaching aids, classroom management, and innovative pedagogical strategies. Through interactive sessions, workshops, and practice-based activities, the program aimed to enhance students' confidence and prepare them to become reflective and competent teachers. This program was conducted under the leadership of Officiating Principal Mr. Amandeep and the dedicated efforts of internship in-charges Dr. Narinder Singh and Ms. Meenu Bajaj. The program ensured a comprehensive learning experience for future educators.

Objectives:

1. To develop essential teaching competencies

- Equip students with basic skills of lesson planning, instructional strategies, and classroom communication.
- Enable them to select and apply appropriate teaching methods suitable for different learners.
- Practice integration of technology (ICT/TPACK) in classroom delivery.

2. To bridge theory and practice

- Provide opportunities to apply pedagogical knowledge gained in previous semesters into simulated teaching contexts.
- Link educational psychology, pedagogy and curriculum studies with real teaching practices.
- Familiarize students with curriculum frameworks, textbooks and syllabi of different school levels.

3. To prepare for School Internship/Practice Teaching

- Train students to prepare lesson plans, teaching aids, unit plans and assessment tools effectively.
- Build confidence to face real classrooms through micro-teaching and peer teaching sessions.
- Develop adaptability for handling diverse classroom situations and learner needs.

4. To enhance classroom management skills

- Learn strategies for creating a positive and inclusive learning environment.
- Develop skills for maintaining discipline, motivating learners and managing time efficiently.
- Practice handling large classes, mixed-ability learners and disruptive behavior.

5. To cultivate reflective and professional attitudes

- Encourage students to critically analyze their teaching performance through feedback and self-evaluation.
- Develop habits of reflection, collaboration and continuous professional growth.
- Foster ethical, professional and value-based attitudes in teaching practice.

6. To strengthen communication and interpersonal skills

- Improve verbal and non-verbal communication skills necessary for effective teaching.
- Enhance confidence in public speaking, presentation and teacher–student interaction.
- Practice questioning techniques and listening skills for interactive classrooms.

7. To integrate assessment and evaluation skills

- Familiarize students with formative and summative assessment tools.
- Enable them to design and use achievement tests, rubrics and feedback mechanisms.
- Train them in record-keeping, student performance analysis and remedial teaching strategies.

8. To promote creativity and innovation in teaching

- Encourage preparation of innovative teaching-learning materials (charts, models, digital resources).
- Train in activity-based, experiential and project-based approaches.
- Cultivate problem-solving and creative lesson delivery styles.

Day 1: July 21, 2023

Orientation and Lesson Planning

- **Orientation Session:** Dr. Narinder Singh welcomed the participants and outlined the objectives of the program. He emphasized the importance of teacher preparedness and the role of skill enhancement in effective teaching.



- **Introduction to Lesson Planning:** Ms. Meenu Bajaj introduced the concept of lesson planning. She discussed various types of lesson plans i.e. micro lesson plans, macro lesson plans, diary format of lesson plans, unit based lesson plans, model based lesson plan and ICT based lesson plan highlighting their application in classroom settings.



Day 2: July 22, 2023

MicroTeachingTechniques

- **Introduction to Micro Teaching:** Dr. Narinder Singh introduced the concept of micro teaching, emphasizing its importance in refining teaching practices. He explained the process of micro teaching, which involves teaching a small segment of a lesson to a peer group, receiving feedback and then re-teaching the segment with improvements. Skills of introducing a lesson, stimulus variation, black board writing and reinforcement were discussed in detail.



- **Micro Lesson Preparation:** Pupil teachers engaged in preparing micro lesson plans. Dr. Narinder Singh provided guidance on selecting appropriate topics, defining clear objectives and planning interactive activities. Pupil teachers practiced delivering their micro lessons and received constructive feedback from peers and mentors.

Day 3: July 24, 2023

Skill of Introduction

The skill of introduction refers to the ability of a teacher to set the stage for learning. A good introduction captures students' attention, arouses curiosity and links previous knowledge with the new topic. Ms. Meenu Bajaj explained the key points (maximum utilization of previous knowledge of pupils, maintenance of continuity etc.) of the skill of introduction and stated that a well-structured introduction should be brief, relevant, and stimulating so that learners feel motivated to engage in the lesson. Effective techniques include the use of thought-provoking questions, anecdotes, real-life examples or visuals.



Day 4: July 25, 2023

Skill of Questioning

In this session, Ms. Meenu Bajaj emphasized that questioning is the cornerstone of interactive teaching. The skill of questioning involves framing, sequencing and delivering questions in a way that promotes thinking, checks understanding and encourages participation. Both lower-order (recall-based) and higher-order (analytical and evaluative) questions should be used. Proper questioning not only diagnoses learning difficulties but also enhances critical thinking and creativity among students.



Day 5: July 26, 2023

Skill of Explanation

Explanation is the process of making concepts clear, meaningful, and understandable to learners. In this session, Mr. Amrinder Singh pointed out that effective explanation requires logical sequencing, use of appropriate examples, simple language and clarity of thought. Good explanation bridges the gap between known and unknown, concrete and abstract, thus ensuring that learners grasp the essence of the subject matter. It is also supported by gestures, tone variations and sometimes teaching aids.

Day 6: July 27, 2023

4. Skill of Stimulus Variation

To sustain students' attention and prevent monotony, the skill of stimulus variation is essential. As highlighted by Ms. Rinkle, this involves introducing purposeful changes in teaching style, voice, gestures, teaching aids, interaction patterns and classroom activities. For example, a shift from lecture to questioning, or from verbal explanation to visual demonstration keeps learners actively engaged and attentive throughout the lesson.



Day 7: July 28, 2023

5. Skill of Reinforcement

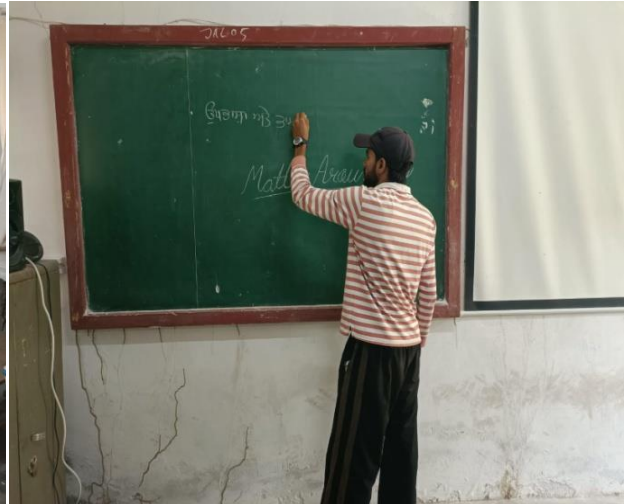
Reinforcement is the use of verbal and non-verbal cues to encourage desirable student behavior and responses. Mr. Rakesh Kumar emphasized that reinforcement can be positive (praise, approval, encouraging remarks, nods, or smiles) or negative (withdrawing negative attention, correcting errors without humiliation). The skill of reinforcement helps in strengthening students' confidence, motivating them to participate more actively and sustaining their interest in learning.



Day 8: July 31, 2023

Skill of Blackboard Writing

Blackboard writing is one of the oldest yet most powerful teaching aids when used skillfully. Mr. Amrinder Singh described this skill that involves clear, systematic, legible and well-organized writing that supplements verbal instruction. Effective blackboard work highlights key points, maintains logical sequencing and ensures neatness and visibility. Proper use of space, appropriate diagrams and underlining of important terms make the lesson more impactful and easy to recall.



Day 9: August 01, 2023

Discussion on Macro Lesson Plan

Mr. Rakesh Kumar conducted a session on the preparation and design of macro lessons. He emphasized the importance of a well-structured macro lesson plan in ensuring effective teaching and learning. During the session, he explained the essential components of a macro lesson plan, which include:

- **Objectives:** Clearly defined learning outcomes that specify what students are expected to achieve by the end of the lesson.
- **Introduction:** Strategies to engage students, activate prior knowledge and create interest in the topic.
- **Instructional Procedures:** Step-by-step methods and techniques for delivering the lesson content effectively.
- **Guided Practice:** Activities where students practice new skills with teacher support and feedback.
- **Independent Practice:** Opportunities for students to apply learning individually to reinforce understanding.
- **Assessment:** Tools and techniques for evaluating student learning and ensuring the objectives are met.

He encouraged the participants to actively apply these principles. Participants were divided into groups and they prepared detailed macro lesson plans for their respective subjects. This practical exercise allow them to integrate theoretical knowledge with hands-on planning skills, enhancing their ability to design effective lessons tailored to student needs.



Day 10: August 02, 2023

Discussion on Diary-Based Lesson Plan

As part of the Pre-Practice Program, a session on the Diary-Based Lesson Plan was conducted by Mr. Rakesh Kumar, which proved to be insightful for prospective teachers. The focus of the session was to familiarize student-teachers with the concept, structure and importance of diary-based lesson planning in effective classroom management and teaching.

Mr. Rakesh Kumar explained that diary-based lesson plan differs from routine lesson plans as they provide a comprehensive record of day-to-day classroom teaching, reflections and improvements. Unlike rigid plans, diary-based plans allow teachers to document their objectives, methods, outcomes and challenges in a systematic manner. This practice not only enhances preparedness but also builds the habit of reflective teaching.

The resource person emphasized the key components of a diary-based lesson plan, such as:

- Objectives of the lesson
- Teaching aids and strategies used
- Classroom activities and student participation
- Time management
- Reflections on the effectiveness of the lesson and scope for improvement

The session was highly engaging and interactive, as student-teachers were given opportunities to raise queries and discuss the difficulties they often face in lesson planning. Mr. Rakesh Kumar's guidance provided clarity on designing lesson plans that are realistic, learner-centered and reflective of classroom experiences.



Day 11: August 03, 2023

Discussion on Unit-Based Lesson Plan

As part of the Pre-Practice Program, Mr. Amrinder Singh conducted an insightful session on **Unit-Based Lesson Planning**. The resource person emphasized that lesson planning is the backbone of effective teaching and that unit-based planning provides a systematic and integrated approach to classroom instruction.

He explained that unlike traditional single-period lesson plans, a unit plan covers a broader set of learning outcomes, spread across multiple lessons, ensuring better continuity and progression of concepts. Mr. Amrinder Singh highlighted the key components of a unit plan, including:

- General and specific objectives of the unit
- Content division into sub-units and lessons
- Selection of suitable teaching methods and strategies
- Preparation of learning activities and teaching aids
- Assessment and evaluation techniques

The session also stressed the importance of aligning unit plans with curriculum objectives and learners' needs. Through practical examples, Mr. Amrinder Singh demonstrated how a unit plan allows teachers to connect different concepts meaningfully, cater to diverse learners and provide scope for reinforcement and revision.

The interactive discussion enabled student-teachers to clarify their doubts regarding lesson planning for practice teaching. Participants agreed that unit-based planning not only makes teaching more organized and goal-oriented but also enhances student engagement and learning outcomes.

Day 12: August 04, 2023

Discussion on ICT Based Lesson Plan

As part of the Pre-Practice Program, an insightful session on ICT-Based Lesson Planning was conducted by Mr. Aman Jhamb. In today's rapidly evolving educational landscape, integrating Information and Communication Technology (ICT) into teaching has become essential for enhancing student engagement and learning outcomes. Mr. Jhamb highlighted the significance of using digital tools and multimedia resources to create interactive, learner-centered lesson plans.

During the session, participants were introduced to the principles of ICT integration in lesson design, including the use of audio-visual aids, educational software and online resources to support instructional objectives. Emphasis was done on making lessons more engaging, fostering creativity and catering to diverse learning needs through technology.



Day 13: August 05, 2023

Communication Skills Workshop

- **Importance of Communication Skills:** Dr. Narinder Singh conducted a workshop on communication skills, highlighting their critical role in effective teaching. He discussed verbal and non-verbal communication, active listening and the use of positive language in the classroom.
- **Simulated Communication Scenarios:** Participants engaged in simulated classroom scenarios, practicing various communication techniques. They worked on improving their questioning strategies, providing constructive feedback and managing classroom discussions. The interactive session helped enhance their ability to communicate effectively with students.

Day 14: August 07, 2023

Assessment Tools

- **Introduction to Assessment Tools:** Ms. Meenu Bajaj introduced various assessment tools, both online and offline, providing participants with a comprehensive understanding of evaluation techniques. She discussed formative and summative assessments, rubrics and digital assessment platforms.
- **Academic and Cultural Activities:** Dr. Narinder Singh discussed the organization and participation in academic and cultural activities, highlighting their role in holistic education. Participants explored ways to integrate these activities into their teaching practices to enhance student engagement and learning.
- **Hands-On Experience:** Participants gained hands-on experience with assessment tools, designing rubrics and creating assessment tasks for their subjects. They practiced using digital platforms for online assessments, enhancing their ability to evaluate student performance effectively.



Conclusion

The Skill Enhancement and Pre-Practice Program at Lala Jagat Naryan Education College provided a comprehensive and enriching experience for B.Ed Semester III students. Through a series of well-structured workshops, simulated teaching sessions and innovative activities, the program ensured that participants were well-prepared for their upcoming internships. The inclusion of various practical sessions and competitions, such as the Blackboard Writing Competition, allowed students to apply their learning in real-world scenarios under the leadership of Officiating Principal Mr. Amandeep and the dedicated efforts of internship in-charges Dr. Narinder Singh and Ms. Meenu Bajaj.