



**GOVERNMENT COLLEGE OF EDUCATION  
SECTOR 20-D, CHANDIGARH  
NAAC ACCREDITED GRADE 'A'**



**3rd Cycle  
Assessment and Accreditation by NAAC  
CRITERION-II  
TEACHING LEARNING AND EVALUATION**



## CRITERION 2

### KEY INDICATOR- 2.4 Competency and Skill Development

#### 2.4.9 – Students attached to each school for Internship

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# Document highlighting schedule of work of Internees in School


GOVERNMENT COLLEGE OF EDUCATION, SECTOR 20 D, CHANDIGARH

SKILL-IN-TEACHING

## Consolidated School Internship Report (2022-23)

As per the Panjab University norms for B.Ed Course, **106 students** of **B.Ed semester III** of our college have successfully completed School Internship programme comprising of **14 weeks of teaching practice** in **17 schools** of Chandigarh. The pupil teachers have undertaken duties as assigned to them by the Head Master/Principal of the school. The activities included:

- Preparing and delivering 120 lesson plans in two teaching subjects
  - Macro Lesson Plans
  - Diary form Lesson Plans
  - ICT Based Lesson Plans
  - Unit Test Based Lesson Plans (Preparing blue print & conducting unit tests)
  - Lessons Plans based on Models of Teaching
  - Peer teaching observation
  - Micro lesson plans
  - Discussion lesson
- Participation in organizing co-curricular activities i.e. Literary, Dramatics, Fine arts and sports
- PTA/PTM
- Time Table preparation
- Assessment of student learning
- Maintain related document & other administrative work



Coordinator  
Skill-in-Teaching



Principal  
Govt. College of Education,  
Sector 20 D, Chandigarh

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## SEMESTER –III

### EPC-3.1

#### SCHOOL INTERNSHIP PROGRAMME

Total marks – 300

Pedagogical subjects (In each Subject)

External-100

Internal-30

Assessment by concerned school – 40

(100 + 30 + 100 + 30 + 40 = 300)

#### Duration: 16 Week

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

#### Phase-1 : Pre-Practice Duration: 2 week (In parent institute)

1. Student teachers will learn to write and demonstrate micro, macro, diary, ICT, test based and teaching model based lesson plans.
2. Every student teacher should go through one week 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- 08
- ICT Based Lesson Plans- 05
- Unit Test Based Lesson Plans- 04 (Preparing blue print & conducting unit tests)
- Lessons Plans based on Models of Teaching - 03

(B) Peer teaching observation - 10 +10 in each subject

(C) Micro lesson plans - 5 + 5 in each subject

(D) Discussion lesson - 02 (one in each teaching subject)

**Phase II. Assessment of students' performance:** Assessment record on the basis of unit tests.

**III. Participation in School Activities**

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

**Records to be submitted by a Pupil teacher:**

- Teaching Practice file (Both teaching subjects)
- Assessment record
- 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- 300 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 – **40 marks (20+20 in each subject)** on assessment **performa - A**
- Internal assessment on the basis of submitted records and discussion lesson - 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 **(100+100 in each subject =200)** under the supervision of external Internship Programme Coordinator appointed by the university.
- Breakup of external evaluation for each teaching subject (100 marks) is as follows:
  - Written Lesson - 10 Marks
  - Presentation - 60 Marks
  - Teacher Traits - 20 Marks
  - Teaching aids - 10 Marks