



डॉ मोहम्मद महमूद आलम

ڈاکٹر محمد محمود عالم

Dr. Md. Mahmood Alam

Principal

College of Teacher Education, Asansol (West Bengal)

CTE-Asansol/F.NAAC/2021-22/ 621

28th August, 2021

To

Director I/c

Centre for Information Technology

Maulana Azad National Urdu University,

Gachibowli, Hyderabad- 500 032,

Telangana

Sub: Teaching Practice/Internship Activity documents of B.Ed. (Regular) from Session 2015-17 to 2019-21 of MANUU College of Teacher Education Asansol to prepare Self Study Report (SSR) for NAAC Accreditation to be uploaded at the website of MANUU College of Teacher Education, Asansol - Reg.

Ref: MANUU/CTE/BPL/2021/F.71/305 dated 10.08.2021

Sir,

Apropos to the above cited subject and reference, please find enclosed the Teaching Practice/Internship Activity documents of B.Ed. (Regular) from Session 2015-17 to 2019-21 of MANUU College of Teacher Education Asansol to prepare Self Study Report (SSR) for NAAC Accreditation to be uploaded at the website of MANUU College of Teacher Education, Asansol in the module of Internship. Therefore, you are requested to do the needful in this regard.

Thanking you,

Dr. Md. Mahmood Alam

Principal

MANUU College of Teacher Education, Asansol

Enclose: As above

Copy to:

1. Prof. Noushad Husain, Chairperson, Criterion-I (NaAAC) MANUU-Hyderabad
2. Mr. Saddam Ansari, CIT, MANUU-Hyderabad



Prof. Noushad Husain
Professor and Principal

Phone : 0755-2744515, 4251614
Email : ctebpl@gmail.com
Principal.cte.bhopal@manuu.edu.in

Ref. No.: MANUU/CTE/BPL/2021/ F. 71 / 305

Date: 10.08.2021

To,
The Head/Principal,
Dept. of Education & Training/All MANUU-CTE's.

As you are aware that the University is preparing Self Study Report (SSR) of MANUU for NAAC Accreditation. In this regard, you are requested to upload the information of Teaching Practice/Internship Activity documents of D.El.Ed, B.Ed. and M.Ed. from Session 2015-17 to 2019-21 in the module of Internship on your department/college website as given below:

Internship



PDF File Name	Name of Activities	Item Contains in single PDF file
D.El.Ed. Sem.-III (2019-21) SITP-I	<ul style="list-style-type: none"> • Period Plans • Assessment Records • Final lesson • School Experience Project 	<ul style="list-style-type: none"> • Minutes of meeting • DEO Permission Letter • Circular for Teachers • Notice for Students • Time Table • School-wise Supervisors Duty Chart • Lists of Students (School-wise) • Acceptance Letter of School Head Masters • Instructional Manual for Teachers (optional) • Instructional Manual for Students (optional) • Internship Completion Certificate issued from Schools • Any other relevant documents (if any)
D.El.Ed. Sem.-IV (2019-21) SITP-II	<ul style="list-style-type: none"> • Period Plans • Assessment • Final Lesson • Reflective Journal • Portfolio Preparation 	<ul style="list-style-type: none"> • Minutes of meeting • DEO Permission Letter • Circular for Teachers • Notice for Students • Time Table • School-wise Supervisors Duty Chart • Lists of Students (School-wise) • Acceptance Letter of School Head Masters • Instructional Manual for Teachers (optional) • Instructional Manual for Students (optional) • Internship Completion Certificate issued from Schools



Accredited 'A' Grade by NAAC

Prof. Noushad Husain
Professor and Principal

Phone : 0755-2744515, 4251614

Email : ctebpl@gmail.com

Principal.cte.bhopal@manuu.edu.in

Ref. No.: MANUU/CTE/BPL/2021/F. /

Date:

	• Any other relevant documents (if any)
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PDF File Name	Name of Activities	Item Contains in single PDF file
B.Ed. Sem.-II (2019-21) SITP-I	Lesson Plan Teaching	<ul style="list-style-type: none"> Minutes of meeting DEO Permission Letter Circular for Teachers Notice for Students Time Table School-wise Supervisors Duty Chart Lists of Students (School-wise) Acceptance Letter of School Head Masters Instructional Manual for Teachers (optional) Instructional Manual for Students (optional) Internship Completion Certificate issued from Schools Any other relevant documents (if any)
B.Ed. Sem.-III (2019-21) SITP-II	<ul style="list-style-type: none"> Period Plans SAT Observations Co-Curricular Activities Portfolio 	<ul style="list-style-type: none"> Minutes of meeting DEO Permission Letter Circular for Teachers Notice for Students Time Table School-wise Supervisors Duty Chart Lists of Students (School-wise) Acceptance Letter of School Head Masters Instructional Manual for Teachers (optional) Instructional Manual for Students (optional) Internship Completion Certificate issued from Schools Any other relevant documents (if any)
B.Ed. Sem.-IV (2019-21) SITP-III	<ul style="list-style-type: none"> Period Plans Action Research Community Study Final Lesson Internship Dairy 	<ul style="list-style-type: none"> Minutes of meeting DEO Permission Letter Circular for Teachers Notice for Students Time Table School-wise Supervisors Duty Chart Lists of Students (School-wise) Acceptance Letter of School Head Masters Instructional Manual for Teachers (optional) Instructional Manual for Students (optional)



	<ul style="list-style-type: none"> • Internship Completion Certificate issued from Schools • Any other relevant documents (if any)
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PDF File Name	Name of Activities	Item Contains in single PDF file
M.Ed. Sem.-I (2019-21) Internship-I (Elementary) or Internship-I (Secondary)	<ul style="list-style-type: none"> • Part A: Teaching B.Ed./ D.El.Ed. students under supervision of Mentor Teacher Educator. • Part B: Observation of activities of B.Ed. Students Class room teaching <ol style="list-style-type: none"> 1. Micro teaching practice 2. Preparation of lesson plans 3. Demonstration lessons 4. Co-curricular activities 5. Seminar presentation 6. Student Council 7. Lesson plan preparation • Part C: Assisting B.Ed. students in-Seminar paper presentation <ol style="list-style-type: none"> 1. TLM preparation 2. SUPW activities 3. Organising exhibition 4. Organising community work • Part D: Interviews of pupil teachers, teachers, teacher educators, administrative authorities (Principal / HOD) 	<ul style="list-style-type: none"> • Minutes of meeting • DEO Permission Letter • Circular for Teachers • Notice for Students • Time Table • List of Mentors • Lists of Students (School-wise) • Acceptance Letter of School Head Masters • Instructional Manual for Teachers (optional) • Instructional Manual for Students (optional) • Internship Completion Certificate issued from Schools • Any other relevant documents (if any)
M.Ed. Sem.-III (2019-21) Internship-II (Elementary) or Internship-II (Secondary)	<p>The student teachers will visit secondary/elementary level schools in the vicinity of teacher education institutions. They will do observation of institutional activities. They will take interview of the stakeholders viz., students, teachers and parents about school activities. They will conduct assessment studies. The project can be of small group based nature. The internship shall focus on any specific area of studies like:</p> <ol style="list-style-type: none"> 1. Development of school 	<ul style="list-style-type: none"> • Minutes of meeting • DEO Permission Letter • Circular for Teachers • Notice for Students • List of Mentors • Lists of Students (School-wise) • Acceptance Letter of School Head Masters • Instructional Manual for Teachers (optional) • Instructional Manual for Students (optional) • Internship Completion Certificate issued from Schools • Any other relevant documents (if any)

COLLEGE OF TEACHER EDUCATION, BHOPAL
कालेज ऑफ टीचर एजुकेशन, भोपाल
مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY



(A Central University established by an Act of Parliament in 1998)

Accredited 'A' Grade by NAAC

Prof. Noushad Husain
Professor and Principal

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Date:

	<ol style="list-style-type: none">1. curriculum and curriculum transaction.2. Development of teaching learning materials.3. Use of ICT integrated teaching and evaluation system4. Implementation of innovative practices in educational management.5. Programme evaluation studies6. Design and development of e-content and its use in real school situation.7. Study of micro planning exercises in school system.	
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Similarly, you are informed to make the same format along with the relevant documents for back sessions from 2015-17 onwards.

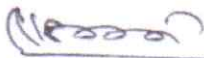
Note:1. The file name should strictly follow as mentioned above.

2. The relevant documents in file should be in sequence.
3. After completion of every Internship programme, you have to update the details of Internship in the website of your Department/College.
4. In any difficulties you may contact to Mr. Saddam Ansari, (mobile: 7980338489, Email: saddam1211@gmail.com CIT, MANUU, Hyderabad.

All are requested to update the Internship details from 2015-17 to 2019-21 on your Department/College website on or before 14th August,2021.

With regards,

From


(0.08.2021.)

Chairperson
Criterion-I (NAAC)
MANUU, Hyd

Copy to: Sect. to Hon'ble V.C., MANUU, Hyd.
P.A. to Registrar, MANUU, Hyd.
Director, IQAC, MANUU, Hyd.