

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentations. Explain in 500 words

Teaching Strategies:

Learning Targets –Each subject is broken into number of **papers**. For example the subject of Mathematics of B.Sc.-part one is broken into three papers, viz. paper-1: Algebra and Trigonometry, paper-2: Calculus and paper-3: Vector analysis and Geometry. These papers are again divided into **Units**. Each paper has five units. According to this distribution, the teaching is done. Every month the teacher prepares their proposed work. The daily work done is maintained in the teaching diary. The diary is then evaluated by the HOD/Principal.

Steps for planning learning targets:

The teachers plan the learning targets that make up the paper in the following basic steps :

- (1) **Target behavior**- This is the behavior that the student are expected to achieve before learning or mastering the target.
- (2) **Pre-requisite skills**: These are the basic skills that the student should have mastered before learning other more difficult skills. Before completing one or two unit test is taken, either oral test or written test or ppt/blackboard presentation.
- (3) **Instruction and material required**: This refers to the instructions and material required for teaching. For example, the practical class is done before teaching the theory part as described in the syllabus of B.Sc.-part-one of Botany, zoology, chemistry, physics, and similarly for other classes.
- (4) **Criteria of success**: This refers to the number of successful performances of a target skills required out of a number of fixed attempts before the target skills is considered to have been mastered by the students. For example, out of seven unit test prescribed in the syllabus, students have to appear in at least four tests. At the end of the lesson, or unit, the teacher takes students test. More over a quarterly exam is to be done before completing three months of teaching. Each student pays the fees for it. At the end of the theory part of teaching, a model examination is conducted, in which he has to appear necessarily.

Documentation: Unit test record is maintained by teacher. Once before observation of quarterly exam, the paper and records are kept secure for that academic session. All students appear in the model exam. Its marks are sent to University. More over these marks are added in student's final exam mark sheet. This evaluation process is prescribed by the university syllabus design.