

KAKATIYA UNIVERSITY

(Accredited with 'A' grade by NAAC)

**SCHOOL OF DISTANCE LEARNING AND CONTINUING
EDUCATION (SDLCE)**

**VIDYARANYAPURI, WARANGAL,
TELANGANA STATE-506009**

B.Ed. (ODL)

Academic year 2018-2019



**SCHOOL OF DISTANCE LEARNING AND CONTINUING
EDUCATION (SDLCE),**

WARANGAL, TELANGANA-506009.

Rules and regulation of B.Ed. (ODL) Course

SDLCE, Kakatiya University, Warangal

With effect from the academic year 2018-2019

1. Preamble

The Bachelor of Education (B.Ed.) in ODL mode is a professional course for in-service teacher, a second degree in teacher education, primarily intended for upgrading the professional competence of working teachers have entered the profession without formal secondary teacher training. It aims at preparing in-service teachers for the secondary state of education.

2. Duration

The duration of B.Ed. ODL course shall be two summers. However the students shall be permitted to completed the course within a maximum of five years as per NCTE.

3. Intake

The sanctioned intake for the B.Ed. ODL is 500 students. There shall be 10 study centres. Each study centre shall enroll 50 students in a given academic year.

4. Eligibility

The following candidates are eligible to pursue B.Ed. (ODL):

- i. Trained in-service teachers in elementary education.
- ii. Candidate who has completed a NCTE recognized teacher education program through face- to-face mode.
- iii. Candidate should be a Graduate –B.A./B.Sc./B.Com.
- iv. All the reservation and relaxation as per university Distance Education rules.

5. Admission

A candidate for admission to two year B.Ed. (OLD) course has to qualify at the entrance test conducted by the SDLCE for the concerned academic year. The candidates will be admitted strictly in accordance with the merit secured at the entrance examinations, keeping in view the rules and regulations in force in respect of the statutory reservation of seats under various categories of candidates as per the NCTE guidelines and state and university rules in vogue. Admission shall be methodology wise as per G.O. No. 13, dated 27-05-2017.

6. Fees

The candidate has to pay a fee of Rs.25,000 at the time of joining and Rs.10,000 in the second year.

7. Curriculum

The curriculum offered at B.Ed. (ODL) shall be on par with B.Ed. face-to-face mode. The syllabus of face to-face mode shall be transformed into distance mode consisting of blocks/ units as per credit hours of study. However, all those modalities shall be taken care of the material preparation. Course is in blended mode. The self learning course material be modular and credit based. Self instruction material will be made available.

7.1 Contact program

Apart from the school based activities and practice teaching in a course of two years duration, the personal contact program shall cover consoling and workshop, seminar presentation, tutorials, report writing, etc. shall be held at headquarters or study centers convenient to the learners for a period of one month (in each summer).

- a) **Academic Counseling:** 360 **study hours** spread over two years are devoted to counseling sessions. The counseling session are in the form of tutorials and not as teaching sessions as the learning materials provided shall perform the teaching function. The academic and personal problems related to the course shall be discussed in the counseling sessions. The counseling difficulty, filed work, teaching practice, projects, assignments, time management, study hours spread over two years. The detailed schedule will be provided after admission.
- b) **Workshop:** Micro-teaching, Reflective-teaching, and four EPCs will be conducted during workshops. Lesson planning, technology integrated lessons, art and craft integrated sessions. Innovative pedagogy lesions, preparation of teaching aids, CCE, all required practice sessions. Every year there shall be **two workshops of six (6) days duration.**
- c) **School-based activities:** the teacher should involve in all activities which a teacher is supposed to perform in a school. The mentor (a Lecture / Academic Counselor of Study Center) shall observe for a minimum of **15 study hours**. Learners can interact with a experienced senior member of the faculty.
- d) **Teaching practice:** A learner enroll in B.Ed. program through the ODL system shall go through the teaching practice for six weeks (teaching practice 5 days at the study centre and 10 days internship at the nearest school in each year) in the schools where he/she under the supervision of senior teacher/ academic counselor. Each lesson will be guided, supervised, assessed and feedback will be given. The learner shall be provided constructive feedback on his/her performance (strengths and weaknesses) by the supervisor/teacher educator.

- e) There shall be students assignments, 30% weightage be given to assessment of assignments. At the end of first and second years the external examination will be conducted by the controller of Examination, Kakatiya University. Study center located in the teacher education institutions shall conduct examinations of practice teaching and work experience components as per the university guidelines.

Program organization: SDLCE website shall provide all the information required to the learners from time to time. Also the resources and other facilities shall be made available on website. It provides all the information related to the candidates, enrollment, study centers, examinations, schedule of activities, etc.

- 8. Examination:** Two-tier evaluation shall be used by the university. Continuous and Comprehensive Evaluation (CCE) and term-end examination shall be conducted as per the scheme of examination. The weightage for internal and external examinations shall be in ratio of 30:70.

Monitoring and Supervision: Regular field visits by the faculty, Feedback from the study center coordination and also interaction with learners through ICT shall be arranged.

Structure of Two Years B.Ed. (ODL) course 2018-2019

Fist Year

Core Papers (Five)
Pedagogy Papers (Two)
EOC I & II
Reflective & Micro teaching (Workshop)
Internship

Second year

Core Papers (Four)
Pedagogy Papers (Two)
Elective Paper (One)
EPC III & IV
Internship related records (Workshop)

Structure of the Course

First year

Paper No	Theory Paper Title
Paper-I	Philosophical perspectives of Education
Paper-II	Psychology of Childhood and Adolescence
Paper-III	School organization and Management
Paper-IV	Sociological Perspectives of Education
Paper -V	Assessment for learning
Paper-VI (a)	Pedagogy of a school subject (I / II Method) (Mathematics , Social Sciences, Biological Science)
Paper-VII (a)	Pedagogy of a school subject (I / II Method) (Languages, Physical Science)

PRACTICUM

Paper No	Paper Title
Paper-VIII	EPC-I Self Development (Communicative English, Life Skills & Yoga
Paper-IX	Microteaching & Reflective Teaching (I / II Method)
Paper-X	Microteaching & Reflective Teaching (I / II Method)
Internship	
Paper-XI (a)	Observation Record (Observation of Regular Teachers Teaching)
Paper-XII (a)	Teaching Practice-Period plan Record (10 lessons) (I / II Method)
Paper-XIII (a)	Teaching Practice-Period plan Record (10 lessons) (I / II Method)

SECOND YEAR

Paper No	Theory Paper Title
Paper-VI (b)	Pedagogy of a school subject (I / II Method) (Mathematics , Social Sciences, Biological Science)
Paper-VII (b)	Pedagogy of a school subject (I / II Method) (Languages, Physical Science)
Paper-XIV	Contemporary Education in India
Paper-XV	Health & Physical Education
Paper-XVI	Inclusive Practices
Paper-XVII	Environmental Education: Issues and Concerns
Paper-XIX	Electives- any one 1. Guidance and counseling 2. Classroom Management & Organization 3. Disaster Management Education

PRACTICUM

Paper No	Paper Title
Paper-XX	Drama & Art in Education
Paper-XXI	Reflective Reading & ICT Mediation in Teaching – Learning

INTERNSHIP

Paper No	Paper Title
Paper-XII (b)	Teaching Practice-Period plan Record (10 lessons) (I / II Method)
Paper-XIII (b)	Teaching Practice-Period plan Record (10 lessons) (I / II Method)
Paper-XI (b)	Reflective Journal - Research-based Report (Action Research) - Community experience - based Report (Awareness camps, Rallies & Field Trips) - School Management Committees (SMCs), - PTA meetings and other school records), - e- portfolio, CCE
Paper-XI (c)	Practical Examination – Final Lesson (I / II Method)
Paper-XII (c)	Practical Examination – Final Lesson (I / II Method)

Scheme of Examination

First Year

Paper No	Name of the Paper	University Exam marks	Internal Marks	Max. Marks	Examination Duration
Paper-I	Philosophical perspectives of Education	70	30	100	3 Hrs.
Paper-II	Psychology of Childhood and Adolescence	70	30	100	3 Hrs.
Paper-III	School organization and Management	70	30	100	3 Hrs.
Paper-IV	Sociological Perspectives of Education	70	30	100	3 Hrs.
Paper -V	Assessment for learning	70	30	100	3 Hrs.
Paper-VI (a)	Pedagogy of a school subject (I / II Method) (Mathematics , Social Sciences, Biological Science)	70	30	100	3 Hrs.
Paper-VII (a)	Pedagogy of a school subject (I / II Method) (Languages, Physical Science)	70	30	100	3 Hrs.
TOTAL				700	

PRACTICUM

Paper-VIII	EPC-I Self Development (Common English, Life Skills & Yoga)	35	15	50	1 ½ Hrs.
Paper-IX	Microteaching & Reflective Teaching (I / II Method)	-	50	50	1 ½ Hrs.
Paper-X	Microteaching & Reflective Teaching (I / II Method)	-	50	50	1 ½ Hrs.

INTERNSHIP

Paper-XI (a)	Observation Record (Observation of Regular Teachers Teaching)	-	50	50	1 ½ Hrs.
Paper-XII (a)	Teaching Practice-Period plan Record (20 lessons) (I / II Method)	-	100	100	3 Hrs.
Paper-XIII (a)	Teaching Practice-Period plan Record (20 lessons) (I / II Method)	-	100	100	3 Hrs.
	Total	-	-	400	
	Total (Theory + Practicum)	-	-	1100	

SCHEME OF EXAMINATION
SECOND YEAR

Paper No	Name of the Paper	University Exam marks	Internal Marks	Max. Marks	Examination Duration
Paper-VI (b)	Pedagogy of a school subject (I / II Method) (Mathematics , Social Sciences, Biological Science)	70	30	100	3 Hrs.
Paper-VII (b)	Pedagogy of a school subject (I / II Method) (Languages, Physical Science)	70	30	100	3 Hrs.
Paper-XIV	Contemporary Education in India	70	30	100	3 Hrs.
Paper-XV	Health & Physical Education	35	15	50	1 ½ Hrs.
Paper-XVI	Inclusive Practices	35	15	50	1 ½ Hrs.
Paper-XVII	Environmental Education: Issues and Concerns	35	15	50	1 ½ Hrs.
Paper-XIX	Electives- any one 1. Guidance and counseling 2. Classroom Management & Organization 3. Disaster Management Education	35	15	50	1 ½ Hrs.
TOTAL THEORY				500	

PRACTICUM

Paper-XX	Drama & Art in Education	35	15	50	1 ½ Hrs.
Paper-XXI	Reflective Reading & ICT Mediation in Teaching – Learning	35	15	50	1 ½ Hrs.

INTERNSHIP

Paper-XII (b)	Teaching Practice-Period plan Record (10 lessons) (I / II Method)	-	125	125	
Paper-XIII (b)	Teaching Practice-Period plan Record (10 lessons) (I / II Method)	-	125	125	

Paper-XI (b)	Reflective Journal	-	25	25	
	- Research-based Report (Action Research)	-	25	25	
	- Community experience based Report (Awareness camps, Rallies & Field Trips)	-	25	25	
	- School Management Committees (SMCs),	-	25	25	
	- PTA meetings and other school records),	-	25	25	
	- e- portfolio, CCE	-	25	25	
Paper-XI (c)	Practical Examination – Final Lesson (I / II Method)	50	-	50	1 ½ Hrs.
Paper-XII (c)	Practical Examination – Final Lesson (I / II Method)	50	-	50	1 ½ Hrs.
TOTAL PRACTICUM				600	
TOTAL THEORY & PRACTICUM				1100	
TOTAL I & II YEAR				2200	

	THEORY	PRACTICUM	TOTAL MARKS
I-Year	750	350	1100
II-Year	500	600	1100
Total	1250	1000	2200

Internal Exam: Seminar, Project/ Discussion / Field based stories / study circles / science clubs/ Forums/ Observation of Society, School, home on various issues and fieldwork

9. Working Hours / Instructional Hours

- i. Every college/ study centre is expected to work for 6 hours a day. In other words, a working day should be of minimum 6 hours duration in a 30 working days in summer vacation.
- ii . Infrastructure, Instructional facilities and Faculty:

The above shall be implemented as per NCTE norms, 2014 referred in the document under sections 5.1 Academic faculty; 5.2 Qualifications; 5.3

Administrative and professional staff; 6.1 Infrastructure; 6.2 Instructional and 6.3 other amenities.

10. Selection of Methods of Teaching

- i. Every candidate is expected to select two methods of teaching under B.Ed. Course. **The method-I** shall be based on the subject the candidate has studied in Degree (eligibility) course and also to appear in that subject in the entrance examination.
- ii. **Method-II** also shall be based on the subject that the candidate studied in Degree (eligibility) course and will be allotted by the institute where the candidate is seeking admission., the selection of subject shall be based on their Intermediate (+2) study as per Ed.CET norms. In case of English Method-I, selection of second method shall be based on the subject pursued at the Intermediate level. In case of Graduates, Mathematics and Physical Science are offered as Methodology subjects.

Note:

- i. No candidate is allowed to select two language methods.
- ii. Candidate may select one Language and one Non-language method of teaching or she / he may select any two Non-language methods under the course.

11. General Rules for Examination

- i. All Examinations of the University shall be held at University jurisdiction or Headquarters of the University or at such places and on such dates as may be notified.
- ii. Students who have appeared once at any examination of the university need not put in fresh attendance if they want to re-appear for the same examination not with-standing the fact that new subjects may have been introduced or the group of subjects has been changed by the university. They will, however, have to appear at the examination according to the scheme of examination and the syllabus in force.
- iii. Whenever a course or a scheme of examination in K.U. changes, one more examination in the following year shall be conducted according to the old syllabus/regulations. Candidates not availing themselves of this one chance or failing at this examination shall take the examination thereafter according to the changed syllabus and regulations.

- iv. Candidates will be allotted to B.Ed. (ODL) course at the time of admission, strictly depending on the merit secured at the common entrance test and subject to the rules and regulations in force from time to time, including rules of reservation.
- v. The Kakatiya University examination in the theory papers will be a written examination. Besides the written examination, there will be practical examinations in the two methods of teaching opted by the candidate. Practicum is examined by two jury members (one internal and one external examiner) which will be conducted as per the schedule notified by the Controller of Examinations, KU.

12. Rules of Attendance & Re-admission:

A. Attendance:

1. The degree of Bachelor of Education shall be conferred on a candidate who, after getting admission into the B.Ed. (ODL) course as specified above, has pursued a “Distance Mode Course of Study” as herein prescribed and fulfilled the conditions laid-down for the attendance of students and passed the prescribed teaching examination both in theory and practical.
2. A Distance Mode course of study in Kakatiya University means attendance not less than 75% in teaching / instructional period and 80% of attendance during the period of practical / internship of the B.Ed. (ODL) programme. In special cases, the Vice- Chancellor may condone deficiency of attendance not exceeding 10% on the recommendation of the Principal, College of Education based on medical certificate by an authorized Medical Officer under Government service not below the rank of a Physician.
3. Bio-metric attendance for teachers and students is compulsory from the academic year 2018-19 for the colleges of Bachelor of Education (ODL) under Kakatiya University jurisdictional Area.
4. The students who fail to maintain 40% to 75% of attendance are not eligible for seeking readmission as per KU rules in vogue.

13. Re-Admission:

The students who fail to maintain the required attendance are not eligible for seeking readmission as per KU rules in vogue.

14. Award of Class/Division/Grade

RANGE OF MARKS	GRADE	Grade Point
>85 to 100	0	8.5 -- 10.0
>70 to <85	A	7.0 -- 8.49
>60 to <70	B	6.0 -- 6.69
>55 to >60	C	5.5 -- 5.59
>50 to <55	D	5.0 -- 5.49
>40 to <50	E	4.0 -- 4.99
<40	F	0.0
Absent	AB	----

b) AWARD OF DIVISION

CGPA	RANGE OF MARKS	DIVISION
7.00 -- 6.99	70 -- 100	FIREST with DISTINCTION
6.00 -- 6.99	60 -- 69	FIRST
5.00 -- 5.99	50 -- 59	SECOND
4.00 -- 4.99	40 -- 49	PASS

Minimum Pass marks in Theory Papers 40%

Minimum Pass marks in Practical

Examinations /Field based reports / Records 50%

*****Note: Grading Latest guidelines will be added**

15. Microteaching, Reflective Teaching and Internship

- i. The candidates are expected to complete 2 microteaching lessons (choosing any two from different microteaching skills) in each Method before going for Internship.
- ii. The candidates are expected to take two period plans for duration of 20 minutes for their peer group as a part of their Reflective Teaching.
- iii. The candidates are expected to observe the demonstration lessons undertaken by the Faculty of the college in the school.
- iv. Every candidate shall have to undergo an internship of 6 weeks (30 working days) in a cooperating school as “Intern”. During this period, the candidate shall be attached to a school (within a radius of 5 KM from their working place) and he/she shall have to undertake duties & responsibilities on par with regular school teacher in all the school activities. During this period, the candidate shall teach 20 period plans covering 20 period plans from each of the methodology subject respectively (10 +10) in the school, under the supervision of the trained subject teachers in the school who are referred to here as “Supervising Teachers”. A Certificate of satisfactory work by the Head Master of the cooperating school shall be a pre-requisite for the candidate to appear for the final practical examination.
- v. The teaching staff of the study centre will give demonstration lessons in the concerned methodology subjects at the cooperating schools as and when necessary, in addition to the demonstration lessons given at the beginning of Internship, for the guidance of student-teachers.
- vi. In case, Internship is not completed, the candidate shall appear for the subsequent examinations in the Final Practical Examination only after completing the Internship by seeking fresh admission to B.Ed.(ODL) in this regard and producing thereafter, certificates of completion of internship.
- vii. The final practical examination of each candidate will be conducted by two examiners -one internal and one external.
- viii. Internship is of 6 weeks (30 days) duration and conducted across four Semesters as per the instruction schedule.
- ix. All the records shall be written strictly by the candidates in their own handwriting.

NOTE:

Differently-abled students (Hearing impaired; visually impaired & orthopedically impaired): The differently-abled students shall complete all the Practicum which includes Internship, Records, EPCs and other field engagement on par with normal students.

16. Pattern of Theory Question Papers

There are two Patterns of Theory Examinations – one with a duration of 3 hours for 70 marks; the other with a duration of 1 ½ hours for 35 marks. The question paper comprises two sections:

In 70 marks paper, Section A – consists of 8 very short answer type questions out of which a candidate is expected to answer any five questions. Each question carries 4 Marks. Total marks for Section – A is 20 marks. **Section B** – consists of eight essay type of questions, out of which a candidate is expected to answer any five questions in about four pages each. Each question carries 10 Marks. Total marks for Section – B is 50 marks.

Similarly, for 35 marks paper, Section A – consists of 5 very short answer type questions, out of which a candidate is expected to answer any three questions. Each question carries 5 Marks. Total marks for Section – A is 15 marks. **Section B** – consists of Four Essay type of questions, out of which a candidate is expected to answer any two questions in about four pages each. Each question carries 10 Marks. Total marks for Section – B is 20 marks.

17. Conduct of Practicum Examinations

Each of the Practicum papers (EPCs) has examinations for 35 marks each and final practical examination (final lesson) for 50 marks. Details of the conduct of examination are given in respective papers.