



KAKATIYA UNIVERSITY

No. **School of Distance Learning and Continuing Education**
Vidyaranyaपुरi, Warangal 506 009 (TS) India

Ph : 0870 2446377
Res : 0870 2438599
Date 20.11.2019
Fax : 0870 - 2438000
www.sdlceku.co.in

To
The Head Master,

.....
.....

Sir,

Sub : KU – SDLCE – B.Ed. (ODL) – Observation of regular Teacher's
teaching/ Teaching Practice /Internship – Reg.

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The SDLCE, Kakatiya University is pleased to identify your School for conduct of B.Ed. (ODL) Observation of Regular Teachers teaching / Teaching Practice / Internship programmes to be held in three phases at your school. The University requests you to allow Mr./Ms..... The trainee teacher of B.Ed (ODL) for the Academic Year 2018-19 to take up teaching practice as per schedule below.

Observation of Regular Teachers Teaching : From **02.12.2019 to 06.12.2019**

Teaching Practice : From **09.12.2019 to 13.12.2019**

Internship programme : From **16.12.2019 to 20.08.2019**

If there is any holiday on the above schedule kindly allow the trainee on the next working day. Your co-operation in this regard will be highly appreciated.

Thanking you,

Yours faithfully,

DIRECTOR

(TO BE PASTED IN THE OBSERVATION RECORD)

ATTENDANCE CERTIFICATE

This is to certify that Mr. / Mrs. / Miss Student of
B.Ed (ODL) of School of Distance Learning and Continuing Education (SDLCE), Kakatiya
University, Warangal for the year 2018-19 bearing the Admission No:has
Fulfilled the required attendance at the Observation of Regular Teachers Teaching programme
During the period from..... toat School,
Mandal:.....Dist:

HEAD MASTER

Office of the Director
School of Distance Learning and Continuing Education
Kakatiya University, Warangal 506 009

Date: 20-11-2019

Dear Trainee Teacher,

It is to inform you that as part of your course B.Ed(ODL) 2018-19 practicum, 'Observation of Regular Teachers Teaching' programme will be conducted from 02.12.2019 to 06.12.2019 at your nearest high school. You are therefore advised to report to the Head-Master concerned on 02.12.2019 at 9.00 am. You are required to observe the teaching of the regular teachers in two methods. If there is any holiday in the above schedule attend the school on the next working day. All these observations should be written in your OBSERVATION RECORD. After completing the practicum programme you have to get an attendance certificate from the Head-Master.

Further you are informed that the Teaching Practice Programme will be conducted from 09.12.2019 to 13.12.2019 at your concerned Student Learner Centre (SLC). The Internship programme will be conducted From 16.12.2019 to 20.12.2019 at your nearest High School. Your presence should be with discipline towards the HM and Teachers in the schools. Utilize this opportunity and fulfill 100% of attendance in the programmes.

Wish you a happy Teaching Practice...



DIRECTOR



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No. /B.Ed.(ODL)/SDLCE/KU/2019

Date 20-12-2019

To
The Principal

.....
.....

Sir,

Sub : KU – SDLCE – B.Ed. (ODL) 2018-19 - Conduct of Observation of Regular
Teachers Teaching / Teaching Practice / Internship – Reg.

I am to inform you that as part of B.Ed. (ODL) 2018-19 course practicum, the following
schedule is fixed for the trainees. You are requested to make necessary arrangements for the
following programmes as per the schedule.

Observation of Regular Teachers Teaching : From 02.12.2019 to 06.12.2019

Teaching Practice : From 09.12.2019 to 13.12.2019

Internship programme : From 16.12.2019 to 20.12.2019

It is further informed you that ‘Observation of Regular Teachers Teaching’ & Internship
programmes will be conducted at the trainee`s nearest high school and the **Teaching Practice**
programme will be at the trainees concerned **Student Learner Centre (SLC)**.

Please note, if there is any holiday in the above schedule, allow the trainee to attend the
school on the next working day.

Yours faithfully,

DIRECTOR