

# Internal Quality Assurance Cell (IQAC) GOVERNMENT COLLEGE OF EDUCATION

Institute of Advanced Studies in Education  
CLUSTER UNIVERSITY, SRINAGAR

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(NAAC RE-ACCREDITED GRADE "A" (CGPA 3.52))

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## Transaction plan/Internship guidelines during COVID-19

In order to discuss the curriculum transaction during the pandemic the IQAC of the college convened a meeting under its coordinator on January, 16, 2021 to discuss the challenges in the wake of raging pandemic throughout the world.

The following members were present in the meeting:

Dr. Nazir Ahamd	Coordinator IQAC/MA Education
Prof. L.S. Sodhi	Coordinator (IG-B.Ed.M.Ed./B.Ed.)
Dr. Shamsuddin	Coordinator (M.Ed.)
Dr. Ashraf	Member
Fazl illahi	Member
Dr Roshan Ara	Member
Dr. Mohammad Yasin	Member

The committee acknowledged the fact that the educational institutions had been caught unawares in the March, 2020 when the whole world came to the grinding halt. The following observations were made in the discussion:

The new reality started dawning and all of us were caught in the state of emergency. We confined ourselves to homes and yet we could not come out of fear either. Education too suffered as did all other fields. However, the technology enabled us to not let everything go waste. Universities, schools and colleges shifted gears but this violent shift did have its accompanied pangs. The faculty began to wholly use LMS in the form of Zoom, google meet, google classroom, Wise App etc. to name the few. It took some time until things began to settle down yet the whole year of 2020 went by trying to figure out and bring things in order. The theory and practicum component suffered because what had struck us was no less than a catastrophe.

Now in the beginning of 2021, we have the experience of the past as we can look back for what we have learned. Our hindsight must provide us wherewithal to plan our future. Therefore, IQAC of the



institution feels it its duty to plan and streamline curricular and pedagogic transaction in light of the programme outcomes and situational compulsions. Therefore, IQAC suggests compliance of transactional plan already circulated by previous IQAC Committee in the first quarter of 2020 for the offline transaction. However, due to prevailing Covid-19 pandemic the online classes in the times of lockdown must be conducted keeping in mind the following:

- a. All the staff members must preferably use wise-app for teaching and google classroom for the assignments submission. If the teacher is comfortable through Wiseapp only for teaching as well as assessments the Coordinator of the particular program will have no problem as long as the apps are used to facilitate greater learning.
- b. In addition to this the earlier normal-time transactional plan notified by IQAC in the first quarter of 2020 for each course in B.Ed./M.Ed./MA Education/IG B.Ed.M.Ed programs shall be in place.
- c. Since the most of the learning in this pandemic has been taking place through LMS (ZOOM/Wiseapp etc) therefore the teachers will adhere to the transaction plan whereby maximum participation from students can be achieved and the teaching does not become one-sided and sterile.
- d. We know that all teachers and students do not find it easy to navigate their teaching and learning using technology but we are sure that with the hard work of our faculty and students we will be able to make the most of it.

The teachers will try to follow the 'normal time' transactional plan, however, we are all aware that Teacher Education courses are practicum loaded, therefore, the teachers must keep in mind the following:

### Transaction plan during Covid-19

1. In each course teachers must begin and orientate the students in course learning outcomes. Students must get some beginning classes that give them a bird's eye view of the course.
2. As much as possible teachers must keep in mind the students' diversity and their learning needs, and take appropriate measures to address them as per the requirement. In this regard the beginning portions of syllabus must be discussed in greater detail because students from different streams take more time to adjust to the Teacher Education courseware.
3. As much as possible teacher should be multilingual using English, Hindi, Urdu, Kashmiri language as per the students learning needs.
4. Each Wiseapp class/session if in lecture mode must have ten minutes of discussion time/Q-A Session in the end to make the session participative.
5. Each course must incorporate at least one/two seminars ensuring involvement of all students.

6. Each course must incorporate portions of self-study where the pupil teachers will be provided e-learning resources by the faculty followed by question answer session.
7. Each course, including pedagogy courses, assessment and evaluation, instructional technology, guidance and counselling, ICT in education and the courses like these which require developing practical skills and abilities, the transactional plan in all such and during the pandemic must take care of development of skills and competencies as much as possible.
8. Each course, including pedagogy courses, must allow good time for students to access e-learning resources for effective understanding and practice in pedagogy and lesson planning/internship, compensating as much as possible the practical part that is done in practicing schools.
9. The teachers must keep in mind that many student teachers find it difficult to connect and LMS for their learning. It is therefore impressed upon the faculty to give appropriate learning time to the student teachers until they develop required capabilities to handle devices for learning.
10. Each course must have, as much as possible, a comprehensive online internal assessment on the basis of above components.

### **Guidelines for internship/Microteaching during COVID-19**

11. For the conduct of internship/microteaching during COVID-19 the guidelines from IQAC will be issued for time to time for guidance of the faculty and the students.

  
**Principal**

  
**Coordinator**

**IQAC**

**No:** GCDE/IASB/2/737

**Date:** 16-01-2021