



Sri Nanak JhiraSaheb Foundation

GURU NANAK COLLEGE OF EDUCATION

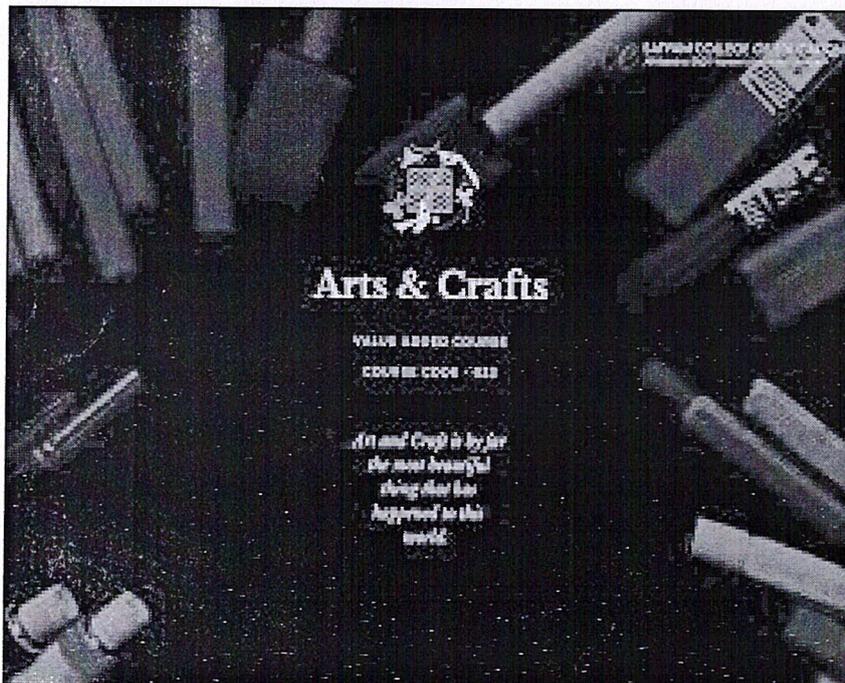
Value Added Course

Art and Craft

Place:- Guru Nanak College of Education Bidar.

Date – 02/04/2019 to 10/05/2019

Time: - 08:30AM To 09:30AM



Paulson
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Gurunank College of Education
BIDAR-585403

P. M. M.
Principal
PRINCIPAL
Guru Nanak College of Education
BIDAR

Objective of the course as

To train the students in different subjects of Arts and Crafts included in the curricula so that they may be able to get jobs in Education Departments of different states of India as Arts and Crafts Teacher. Also they will be in a position to teach the the subject of computer to the classes in the Elementary schools. In addition to this, with the training in the subjects like Painting , Commercail Arts ,Design and Computer Graphics ,Photography , Screen Printing they will be able to get jobs in Textile mills, Advertising Agenics ,Crafts Centres or they can start their own business establishment/ventures independently.

Learning Outcomes :

1. As arts and Crafts Teacher's in Schools under State Education Departments and other educational/training insititues .
2. As designers /assistant designers in textile mills .
3. As commercial artists in advertising agencies or on self-Employment basis.
4. As architectural assistant and interior decorator in architectural/ house Construction establishments.
5. As assistant or independent sculptor or wood worker.
6. As graphic artist /worker in printing presses /agenics or advertising agencies.
7. As tailoring and Embroidery teacher in training institutes /schools or can open own trainir

Course Objectives :-

In this course students will lean basic concepts of arts and crafts .During these course students learns practically which enables students to increases their creativity and use their creativity in the best possible way as jobs opportunity.



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Course Structure :-

Unit -1 Basics of Arts and Crafts –(2+3)

- Concepts and Definition of Art & Craft.
- Objectives and
- Kinds of Art & Craft
- Factors affecting : Skill, Patriarchy
- Job opportunity, Cost Technique

Unit -2 Things Made By Using Paper – (2+3)

- Quilling Art
- Envelop
- Flowers
- Paper bag-Types of Bags
- Cards : Types of Cards
- Gift Packing

Unit -3 Things Made By Using Cloth-(2+3)

- Vegetable Bags
- Jute Bags
- Tiffin Bags
- Water bottle Bags
- Mobile Cover
- Clutches

Unit -4 Folders –(2+3)

- Folders Using Sheet
- Folders Using Cloth
- Leather File Folder
- Designer File Folder
- File Folder Covers
- Painting and Others


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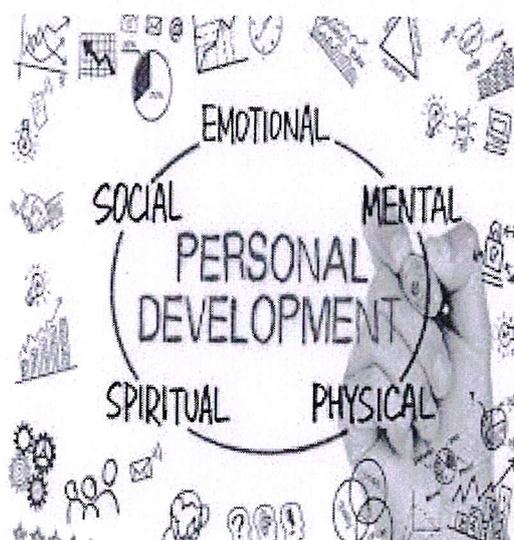


Sri Nanak JhiraSaheb Foundation

GURU NANAK COLLEGE OF EDUCATION

Value Added Course

Personality Development



Place:- Guru Nanak College of Education Bidar.

Date – 02/04/2019 To 10/05/2019

Time:- 08:30AM To 09:30AM

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P. Muthu

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GURU NANAK COLLEGE OF EDUCATION

Teachers Colony Manhalli Road Tq&Dist: Bidar-585 403

College Website: www.gurunanakbed.org

Mail: Gurunanakbedcollege@gmail.com

E-Mail IQAC: igacgnbedc@gmail.com

Course Objectives:

1. Develop a deep understanding of personal strengths, weaknesses, values, and beliefs.
2. Enhance verbal and non-verbal communication skills to foster better interactions with students, colleagues, and parents.
3. Cultivate leadership qualities and managerial skills essential for leading a classroom and participating in educational settings.
4. Improve emotional intelligence and the ability to empathize with students and colleagues.
5. Equip students with techniques to manage stress and build resilience in challenging situations.
6. Foster a strong sense of professionalism and ethical behavior in educational environments.
7. Strengthen interpersonal skills and the ability to work effectively within a team.
8. Encourage students to set and pursue personal and professional goals for continuous development.
9. Promote an understanding of diverse cultural backgrounds and inclusive practices.
10. Instill the habit of reflective practice and the pursuit of continuous self-improvement.

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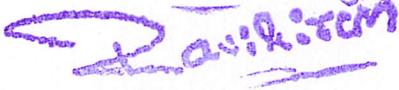
Personality Development



Place:- Guru Nanak College of Education Bidar.

Date – 02/04/2019 To 10/05/2019

Time:- 08:30AM To 09:30AM


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Course Learning Outcomes for Personality Development

1. Students will demonstrate an understanding of their personal strengths, weaknesses, values, and beliefs through self-assessment tools and reflective practices.
2. Students will effectively communicate their ideas and thoughts using clear and concise language, appropriate body language, and active listening techniques.
3. Students will exhibit basic leadership qualities and management skills through simulations and real-life scenarios relevant to classroom and educational settings.
4. Students will apply emotional intelligence and empathy in interactions with peers and in hypothetical classroom situations, demonstrating the ability to understand and manage emotions.
5. Students will effectively apply stress management and resilience techniques to cope with challenges in educational settings and personal life.
6. Students will identify and demonstrate professional and ethical behavior appropriate to the teaching profession through discussions and case study evaluations.
7. Students will exhibit strong interpersonal skills and the ability to work collaboratively within a team, contributing to group tasks and projects effectively.
8. Students will set realistic personal and professional goals and develop actionable plans for achieving them, demonstrating an understanding of personal growth principles.
9. Students will demonstrate an understanding of cultural diversity and inclusivity practices, applying these concepts in educational scenarios and interactions.
10. Students will engage in reflective practices, using feedback and self-assessment to identify areas for improvement and demonstrate commitment to continuous personal and professional development.


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Introduction to Personality Development

- Definition and components of personality.
- Importance of personality development for educators.
- Overview of the course structure.

Self-Awareness and Self-Assessment

- Self-assessment tools (e.g., SWOT analysis).
- Identifying personal values, beliefs, and motivations.

Effective Communication Skills

- Elements of effective communication.
- Active listening and feedback techniques.
- Non-verbal communication (body language, gestures, facial expressions).

Leadership and Classroom Management

- Leadership styles and their application in the classroom.
- Techniques for effective classroom management.
- Decision-making and problem-solving in educational settings.

Emotional Intelligence and Empathy

- Components of emotional intelligence.
- Techniques for managing emotions and building empathy.
- Applying empathy in teacher-student interactions.

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Stress Management and Resilience

- Understanding sources and effects of stress.
- Techniques for stress management (e.g., mindfulness, relaxation exercises).
- Building personal and professional resilience.

Professionalism and Ethics

- Professional conduct and ethics in teaching.
- Addressing ethical dilemmas and decision-making.

Interpersonal Skills and Teamwork

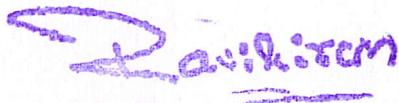
- Building and maintaining positive relationships.
- Techniques for effective teamwork and collaboration.
- Conflict resolution strategies

Goal Setting and Personal Growth

- Principles of goal setting (SMART goals).
- Creating actionable plans for personal growth.

Cultural Sensitivity and Inclusivity

- Importance of cultural sensitivity in the classroom.
- Strategies for creating an inclusive learning environment.



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Value Added Course

Academic Year 2019-2020

Stress Management



“Calmness is the cradle of power”

Place:- Guru Nanak College of Education Bidar.

Date:- 06/04/2020 To 15/05/2020

Time:- 08:30AM To 09:30AM

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Course Name - Stress Management

Academic Year – 2019-2020

Course Learning Outcomes

The student will:

1. Identify and understand the signs and symptoms of stress.
2. Distinguish methods to control and/ or reduce stress in their daily life.
3. Develop coping skills that will enable the student to control his/her level of stress.
4. Apply stress management techniques.

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Academic Year – 2019-2020

Value Added Course

Stress Management

Place:- Guru Nanak College of Education Bidar.

Date:- 06/04/2020 To 15/05/2020

Time:- 08:30AM To 09:30AM

+ Zoom meeting link will be provided on our official whatsapp group

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Course Description:

This course explores the principles and practices of stress management with a focus on practical strategies applicable to educational settings. Students will learn to identify stressors, understand their impact on health and well-being, and apply various techniques to manage stress effectively. The course emphasizes both personal and professional stress management strategies, particularly relevant for educators.

Course Objectives:

By the end of this course, students will be able to:

1. Define stress and understand its physiological and psychological effects.
2. Identify common sources of stress in educational settings.
3. Apply various stress management techniques to improve personal well-being.
4. Develop and implement stress management strategies for students and colleagues.

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Course Content:

Introduction to Stress Management

- Definition and types of stress.
- Stress response and physiology.
- Overview of stress management.

Understanding Stress in Educational Settings

- Sources of stress for educators and students.
- Impact of stress on teaching and learning.
- Case studies and real-life examples.

Relaxation Techniques

- Deep breathing exercises.
- Progressive muscle relaxation.
- Guided imagery and meditation.

Emotional Regulation

- Techniques for managing emotions.
- Mindfulness and emotional awareness.
- Developing resilience.

Lifestyle and Wellness


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- The roles of diet, exercise, and sleep in stress management.
- Creating a balanced lifestyle.
- Integrating wellness practices into daily routines.

Stress Management for Students

- Techniques for teaching stress management to students.
- Classroom strategies and interventions.
- Building a supportive classroom environment.

Professional Stress Management

- Coping strategies for teachers.
- Building professional resilience.
- Managing workload and avoiding burnout.

Review and Reflection

- Reviewing key concepts.
- Reflecting on personal experiences and learning.
- Online resources will be provided throughout the course.


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Value Added Course

“MUSIC”

Place:- Guru Nanak College of Education Bidar.

Date – 06/04/2020 To 15/05/2020

Time:- 08:30AM To 09:30AM



± Zoom meeting link will be provided on our official whatsapp group.

Ravishankar
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Anu
Principal
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Music can help us to

- Reduce stress and depression.
- It introduces us to cultures.
- Emotional development.
- Music builds imagination & intellectual curiosity.

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Course Objectives

1. Students will understand the historical and contemporary role of music in educational settings and its impact on holistic development.
2. Students will gain fundamental knowledge of music theory, including notation, rhythm, scales, and chords.
3. Students will design assessment tools and strategies to evaluate students' musical progress and performance.
4. Students will utilize modern technology and digital tools to enhance music teaching and learning.
5. Provide foundational knowledge on the role of music in education, music theory, and pedagogy.
6. Conduct hands-on activities to practice music theory, vocal and instrumental skills, and the use of technology in music education.
7. Include sessions for practicing and demonstrating vocal and instrumental skills.
8. Use quizzes, practical tests, lesson plan assignments, and peer evaluations to measure students' understanding and skills.

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“Music”

Course Learning Outcomes

1. Students will understand original or derivative music.
2. Students will demonstrate and apply the knowledge and performance skills.
3. Students will aware about importance Indian classical and light music.
4. Students will demonstrate through solo and collaborative performances achievement of professional, entry-level competence in the major performance area.
5. Students will demonstrate and apply relevant pedagogies and the self-assessment necessary for teaching and continuing education in his or her performance area.
6. Students will able to sing Parthna Geet, Swagat Geet & Petriotic song.
7. Students will able to write an assignment on Bharatratna Lata Mangeshkar.

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Course Content:

1. Introduction to Music Education

- **Overview of Music Education:** Importance, objectives, and the role of music in education.
- **Philosophy of Music Education:** Basic philosophical approaches to teaching music.

2. Music Theory Fundamentals

- **Notation and Rhythm:** Basics of reading music notation, understanding rhythm, and time signatures.
- **Scales and Chords:** Introduction to major and minor scales, basic chord structures, and harmony.

3. Pedagogical Approaches

- **Teaching Methods:** Effective strategies for teaching music in the classroom.
- **Curriculum Design:** Basic principles of creating a music curriculum tailored to different age groups.
- **Assessment Techniques:** Methods for evaluating student progress and performance in music.

4. Practical Music Skills

- **Vocal Techniques:** Basic vocal exercises and techniques for teaching singing.
- **Instrumental Skills:** Introduction to basic skills on a common instrument (e.g., keyboard or guitar) and how to incorporate it into teaching.
- **Group Performance:** Strategies for organizing and directing group music activities.


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5. Music and Child Development

Developmental Stages: Understanding how musical abilities develop in children and adolescents.

- **Psychological Aspects:** How music education supports cognitive and emotional development.

6. Technology in Music Education

- **Music Technology Tools:** Overview of useful digital tools and software for music education.
- **Online Resources:** How to effectively use online resources and platforms for music teaching.

7. Practical Application and Case Studies

- **Lesson Planning:** Creating a sample music lesson plan.
- **Case Studies:** Analyzing real-life scenarios or case studies related to music education challenges and solutions.

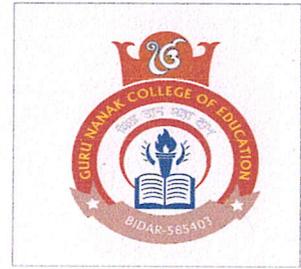
Additional Resources:

- **Textbooks and Guides:** Basic textbooks on music education and theory.
- **Online Tutorials:** Links to online resources for further learning.
- **Audio/Visual Aids:** Use of multimedia to enhance understanding and engagement.

This syllabus ensures that students receive a balanced introduction to both the theoretical and practical aspects of music education within a limited timeframe.


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VALUE ADDED COURSE

SYLLABUS

SESSION 2022-23

"LIBRARY MANAGEMENT"

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A handwritten signature in green ink, likely belonging to the Principal.

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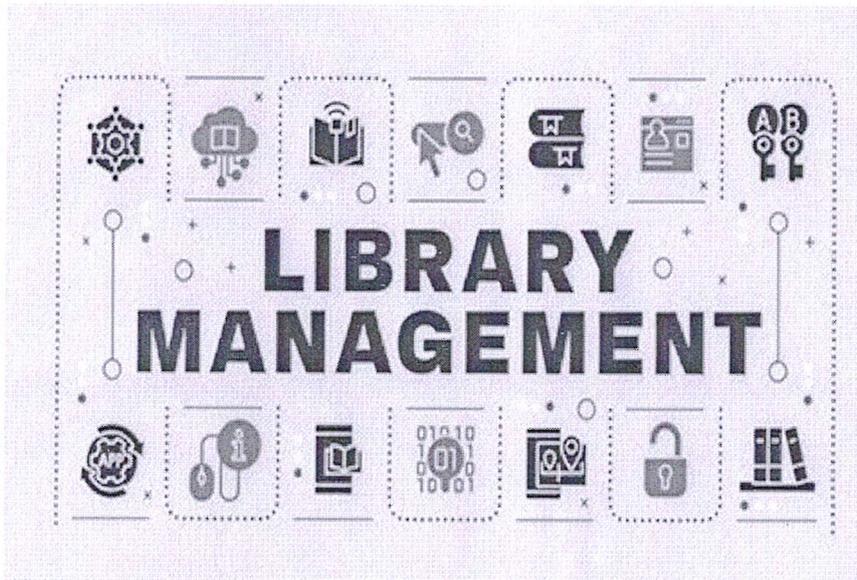
Value Added Course

Library Management

Place:- Guru Nanak College of Education Bidar.

Date – 10/04/2023 to 25/05/2023

Time: - 08:30AM To 09:30AM



Pravir Kumar

PRINCIPAL

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Pravir Kumar

Principal

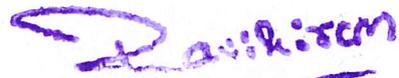
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Objectives :-

1. To help to understand the scientific management of library
2. To help to understand the principles of librarianship
3. To inform about the method of exchange of books
4. To obtain the vision necessary for preservation and conservation of the library
5. To inform about the use of computers in the library


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The Syllabus:

UNIT-I: LIBRARY MANAGEMENT

Structure

1. INTRODUCTION
 2. 1 1.1 University Libraries
 3. 1 1.2 KL University Library
 4. 1 1.3 Terminology
 5. 1 1.4 Library Advisory Committee
 6. 2 1.5 Best Practices
 7. 3 1.6 Library Rules
-
3. ACQUISITIONS 7
 - 3.1 Introduction ` 7
 - 3.2 Modes of Book Selection 7]
 - 3.3 Purchase of Books and Non-Book Materials
 - 3.4 University Question Papers and Project Reports
-
4. TECHNICAL PROCESSING
 - 4.1 Classification
 - 4.2 Cataloguing



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Objectives :-

- To help to understand the scientific management of library
- To help to understand the principles of librarianship
- To inform about the method of exchange of books
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Value Added Course

LIFE SKILL

Place:- Guru Nanak College of Education Bidar.

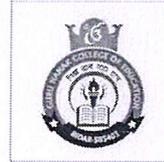
Date – 18/04/2021 To 25/05/2021

Time:- 08:30AM To 09:30AM



Ravikiran
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Principal
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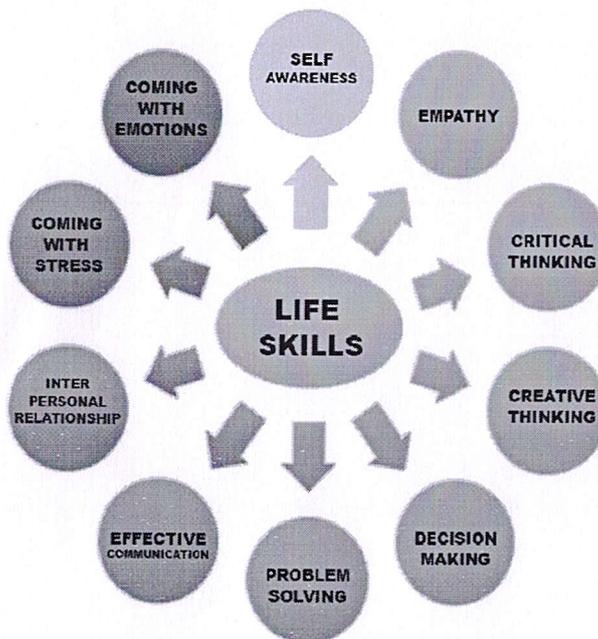
Value Added Course

LIFE SKILL

Place:- Guru Nanak College of Education Bidar.

Date – 18/04/2021 To 25/05/2021

Time:- 08:30AM To 09:30AM




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Objectives of the Foundation Course on Life Skills

1. Enable students to identify their strengths and areas for improvement.
2. Improve verbal and non-verbal communication skills for better interaction with students, colleagues, and parents.
3. Develop skills for creating and maintaining positive relationships.
 - o Teach methods for effective problem identification and resolution.
 - o Provide techniques for managing stress and preventing burnout.
 - o Equip students with strategies for effective time management and prioritization.
 - o Improve organizational skills to manage tasks and responsibilities efficiently.
 - o Demonstrate how to incorporate life skills into teaching practices and classroom management.
 - o Prepare students to model and teach these skills to their future students.
 - o Teach self-care strategies to maintain a balanced and healthy lifestyle.
 - o Develop skills for ongoing self-reflection and professional growth.
 - o Equip students with skills to handle the demands and pressures of the teaching profession.
 - o Provide tools to manage classroom dynamics, diverse student needs, and professional relationships effectively.


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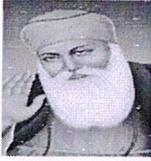
E-Mail IQAC: igacgnbedc@gmail.com

Course learning outcomes:

1. Understanding strengths and weaknesses.
2. Setting personal and professional goals.
3. Building self-esteem and confidence.
4. Effective verbal and non-verbal communication.
5. Active listening techniques.
6. Public speaking and presentation skills.
7. Writing skills for emails, reports, and other professional documents.
8. Prioritizing tasks and setting deadlines.
9. Using tools and techniques for effective time management.
10. Organizing workspaces and managing workload.
11. Identifying problems and analyzing situations.
12. Developing solutions and decision-making strategies.
13. Applying critical thinking to everyday challenges.
14. Recognizing and managing your own emotions.
15. Understanding and empathizing with others' emotions.


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Course Content:

Introduction to Life Skills

- Definition and importance.
- Key life skills for personal and professional success.
- Identifying personal strengths and areas for improvement.

Self-Awareness and Personal Development

- Tools for understanding personal strengths and weaknesses.
- SMART goals (Specific, Measurable, Achievable, Relevant, Time-bound).
- Techniques for improving self-image.

Communication Skills

- Effective speaking techniques.
- Structuring clear and concise messages.
- Understanding body language and facial expressions.
- Techniques for attentive listening and feedback.
- Email etiquette and professional writing skills.

Time Management and Organization

- Prioritization methods (e.g., Eisenhower Matrix).
- Time blocking and scheduling.
- Workspace organization.
- Tools and apps for productivity.

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Health and Wellness

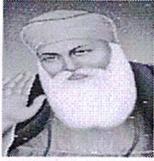
- Basics of nutrition and exercise.
- Stress management techniques.
- Importance of self-care.
- Strategies for maintaining a balanced lifestyle.

Career Development

- Crafting an effective resume and cover letter.
- Networking and leveraging job search platforms.
- Preparation techniques and common interview questions.
- Setting career goals and pursuing continuous learning.


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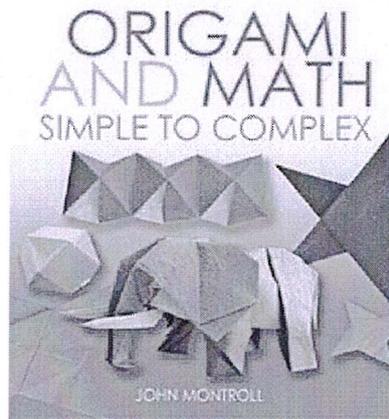


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GURU NANAK COLLEGE OF EDUCATION

Value Added Course

Origami and learning mathematics



Place:- Guru Nanak College of Education Bidar.

Date – 18/04/2021 To 25/05/2021

Time:- 08:30AM To 09:30AM


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GURU NANAK COLLEGE OF EDUCATION

Teachers Colony Manhalli Road Tq&Dist: Bidar-585 403

College Website: www.gurunanakbed.org

Mail: Gurunanakbedcollege@gmail.com

E-Mail IQAC: igacgnbedc@gmail.com

Objectives of the Course:

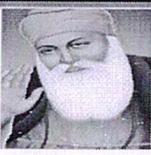
1. Explore the mathematical principles underlying origami, such as geometry, algebra, measurement, and data representation.
2. Acquire basic to advanced origami folding techniques and create various models.
3. Utilize origami to teach and reinforce mathematical concepts such as symmetry, angles, polygons, algebraic patterns, and measurement.
4. Develop lesson plans and classroom activities that use origami to make abstract mathematical concepts more tangible and engaging for students.
5. Evaluate the effectiveness of using origami in teaching mathematics through formative and summative assessments.
6. Encourage creative thinking and problem-solving by using origami as a tool for exploring mathematical problems and solutions.
7. Promote an understanding of how art and mathematics intersect and complement each other through origami.
8. Equip students with strategies to adapt origami-based activities to various classroom settings and student needs.
9. Reflect on the integration of origami into mathematics teaching and its impact on teaching practices and student learning.
10. Encourage collaborative learning and teamwork among students through group origami projects and lesson planning.

By achieving these objectives, students will be well-equipped to use origami as a valuable tool in teaching mathematics, fostering a deeper understanding and appreciation of both subjects.

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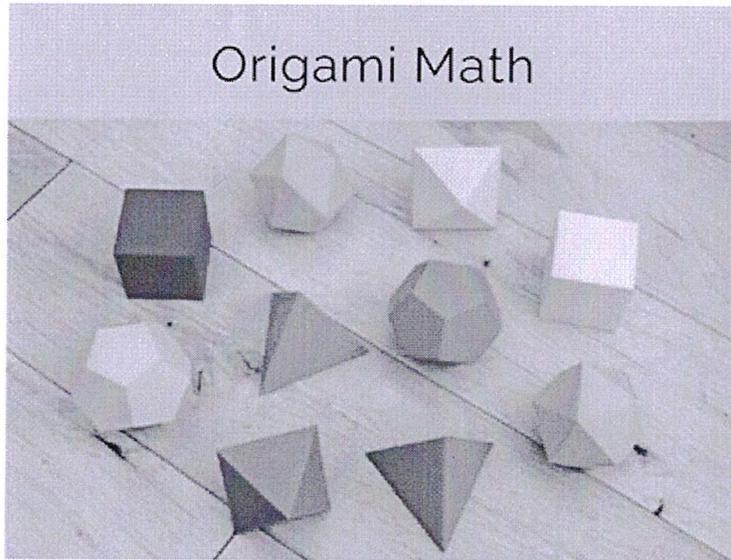


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GURU NANAK COLLEGE OF EDUCATION

Value Added Course

Origami and learning mathematics



Place:- Guru Nanak College of Education Bidar.

Date – 18/04/2021 To 25/05/2021

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College Website: www.gurunanakbed.org

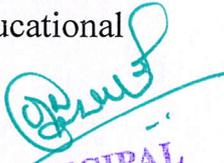
Mail: Gurunanakbedcollege@gmail.com

E-Mail IQAC: iqacgnbedc@gmail.com

Course Learning Outcomes (CLOs)

1. Students will be able to identify and explain key mathematical concepts such as geometry, algebra, measurement, and data representation as demonstrated through various origami models.
2. Students will be proficient in creating a range of origami models, from basic to advanced, and will be able to use these models to demonstrate mathematical principles effectively.
3. Students will be able to design engaging and effective lesson plans that incorporate origami to teach mathematical concepts, tailored to different educational levels and learning styles.
4. Submission and presentation of lesson plans that include origami activities and instructional strategies for teaching mathematics.
5. Students will utilize origami as a pedagogical tool to enhance students' understanding of abstract mathematical concepts and foster a deeper engagement with the subject.
6. Classroom simulations or role-playing where students demonstrate how they would use origami to teach specific mathematical concepts.
7. Students will develop assessment tools to evaluate the effectiveness of origami-based activities in teaching mathematics and measuring student understanding.
8. Students will enhance their creativity and problem-solving abilities by using origami to explore and solve mathematical problems.
9. Students will reflect on the intersection of art and mathematics, and how origami serves as a bridge between the two disciplines to enrich mathematical education.
10. Students will be prepared to adapt and implement origami-based activities in diverse classroom settings, considering varying student needs and educational contexts.


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Syllabus for "Origami and Learning Mathematics"

Course Overview:

This course aims to integrate origami with mathematical learning to enrich the educational experience. It will cover both theoretical and practical aspects, including mathematical principles illustrated through origami, and how these can be effectively used in teaching.

Introduction to Origami and Mathematics

Introduction to Origami

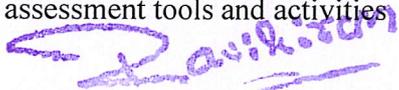
- History and significance of origami
- Basic folds and techniques
- Simple origami projects (e.g., paper crane, boat)
- **Mathematical Principles in Origami**
 - Overview of geometric concepts (symmetry, angles, shapes)
 - The relationship between origami and mathematics
- **Hands-on Origami Activities**
 - Practical exercises: basic folds and models
 - Identifying geometric principles in created models
- **Reflection and Discussion**
 - How origami can illustrate mathematical concepts
 - Discussion on potential classroom applications

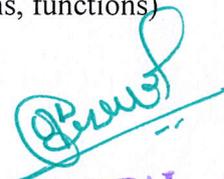
Geometry and Origami

- **Geometric Concepts through Origami**
 - Creating polygons (triangles, squares, hexagons)
 - Exploring angles and symmetry
- **Advanced Origami Techniques**
 - Introduction to more complex models (e.g., origami frogs, modular origami)
 - Analysis of the geometric properties in advanced models
- **Classroom Integration**
 - Designing lesson plans incorporating origami to teach geometry
 - Developing activities and assessments using origami models

Algebra and Origami

- **Algebraic Concepts in Origami**
 - Understanding algebraic relationships through folding patterns
 - Creating algebraic shapes and patterns with origami
- **Hands-on Algebra Activities**
 - Origami projects illustrating algebraic concepts (e.g., linear patterns, functions)
- **Application and Practice**
 - Developing lesson plans to teach algebra using origami
 - Creating assessment tools and activities


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Materials Required:

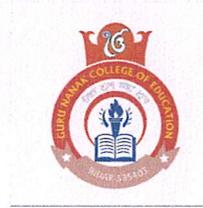
- Origami paper (various sizes and colors)
- Basic stationery (rulers, pencils, erasers)
- Access to mathematical tools (protractors, compasses)
- Reference books and resources on origami and mathematics.

Recommended Resources:

- **Books:** "Origami Design Secrets" by Robert J. Lang, "Mathematics and Origami" by Ernest and Mary Ann L. Stutz
- **Websites:** Origami USA, National Council of Teachers of Mathematics (NCTM) resources
- **Videos:** Tutorials on origami techniques and mathematical applications.


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VALUE ADDED COURSE

SYLLABUS

SESSION 2021-22

"EMPLOYMENT SKILL"


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Value Added Course

Employment Skill

Place:- Guru Nanak College of Education Bidar.

Date – 18/04/2022 to 25/04/2022

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Objectives :-

1. Inspire students in order to raise academic achievement.
2. Provide students with knowledge of all futures pathways including higher education and appresenticeships.
3. Equip students with and provide evidence of the bskills needed to succeed in their future pathways and prepare students for jobs that may not yet exist.
4. Allow students multiple opportunities to engage with local employers and further education providers.


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UNIT-I:EMPLOYMENT SKILL

Structure

Components of Educational Administration-

Educational management: concept, nature and scope, difference between administration and management, Characteristics of good management, Process of Educational management, Management at different levels-elementary, secondary, higher education.

Educational Leadership-

Leadership Style and Theories of Leadership- Introduction, Meaning of Leadership, Social Notion of Leadership, Theories of Leadership, Measurement of Educational Leadership, Keywords, Further Readings, Meaning of Leadership, Social Notion of Leadership, Theories of Leadership, Philosophical Approach.


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Curriculum Issues in Administration-

Educational Management- Concept, Nature and Scope, Difference Between Administration and Management, Characteristics of Good Management- Concept of Educational Management, Need of Educational Management, Nature of Educational Management, Management as an organization, Scope of Educational Management

Evaluation of Teaching and Learning-

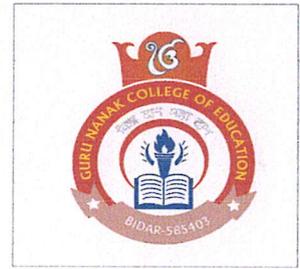
System Approach to Education- Using the Systems Approach in Practice, Importance of system approach for education, Specific trends in Educational Administration, Decision- Making, The Administrative Model, The Incremental Model, Mixed Scanning or Adaptive Decision-making, Organizational Compliance.



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VALUE ADDED COURSE

SYLLABUS

SESSION 2021-22

"SOFT SKILL"


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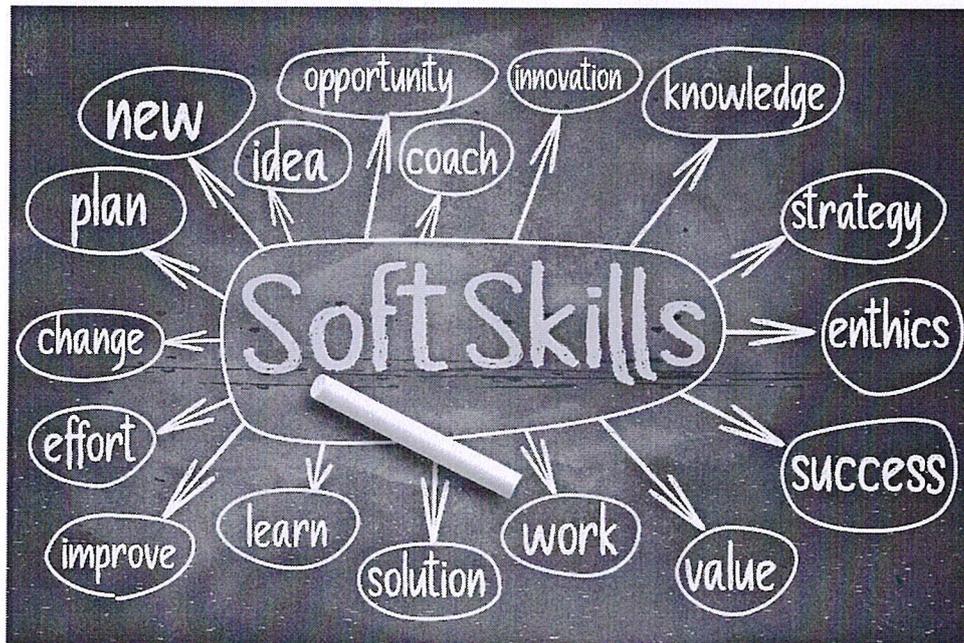
Value Added Course

Soft Skill

Place:- Guru Nanak College of Education Bidar.

Date – 18/04/2022 to 25/04/2022

Time: - 08:30AM To 09:30AM



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Objectives :-

* To equip the students with the skills to effective English

* To teach the students practical, everyday communa through innovative teaching methods

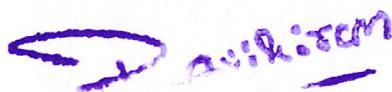
To train the students in interview skills, group presentation skills

To expose the students to other important skills such and programming

To motivate the students to develop confidence

To inculcate skills in students which are required for their

To enhance the students interpersonal skills



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To improve the students writing skills

To inculcate positive attitude in students

To catch the vocabulary of the students by employin teaching techniques

Structure

- Improve basic skills in communication
- Develop the conversation skills
- Efficiently manage the time and works
- Adopt strategies and techniques to manage procrastination
- Better one's presentation skills


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UNIT-I:SOFT SKILL

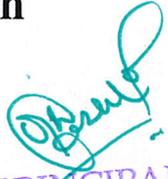
SYLLABUS

Unit – 1: Conversation Skills What is Communication - Types of Communication - Components of effective communication - Importance of Non-Verbal Communication - Function of Humour in Communication - Using Humour in Conversation – Art of Extending a conversation.

Unit – 2: Team Building Skills Group Discussion – Group Dynamics – Team Building – Team Works and responsibilities - Together Everyone Achieves Miracle (TEAM) - Issues in team work - Leadership through team - Identifying team players.

Unit – 3: Time Management Understanding the Importance of Time - How to Use the Time Efficiently - Prioritizing and Scheduling the Works - Dealing with Interruptions - How to Avoid Procrastination.


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Unit – 4: Personality Self-Management
- SWOT Analysis
Presentation of Self
– Dressing for Occasions.

Course Outcomes:

By the end of the Course the Students

should be able to: -

- Have better oral communication skills**
- effectively present their ideas and opinions**
 - Have self-confident by mastering team management skills, and leadership skills**
 - Analyse and correct their barriers in communication**
 - Manage the time effectively**


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Reference Books:

1. Soft Skills by S. Hariharan, N., Sundararajan & S P Shanmugapriya
2. Communicative English by S. Padmasani Kannan
3. The Art of Public Speaking by Dale Carnegie and J. Berg Ese



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VALUE ADDED COURSE

SYLLABUS

SESSION 2021-22

"DIGITAL SKILL"

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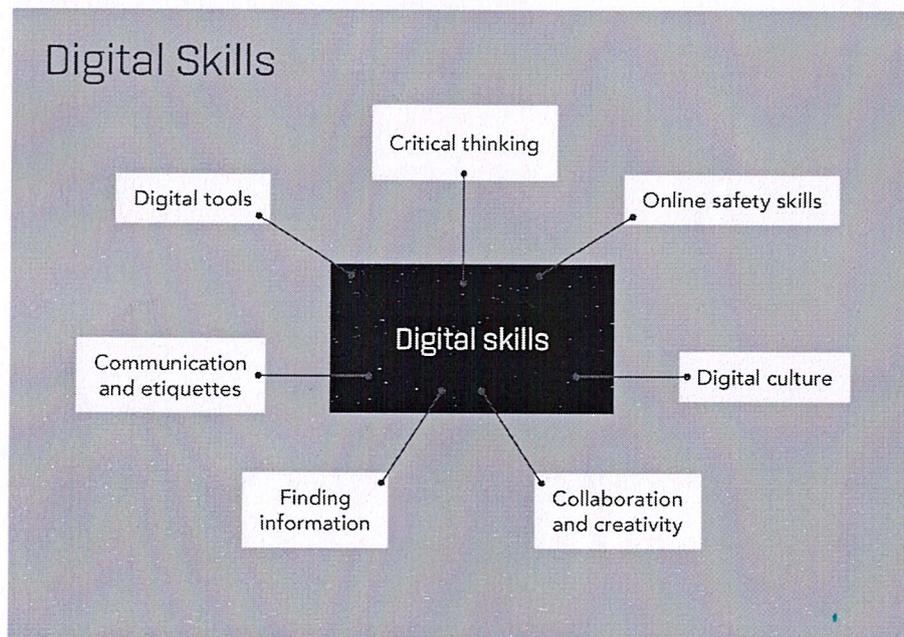
Value Added Course

Digital Skill

Place:- Guru Nanak College of Education Bidar.

Date – 18/04/2022 to 25/04/2022

Time: - 08:30AM To 09:30AM



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Objectives :-

Learning Outcome • Students will understand the meaning of digital education and its importance.

- They will be able to focus on different digital platform, its utility and its applications.
- The students will be exposed to different tools of digital education available in India.

- They will understand the importance of E-Learning in the changing context of Digital India.

- They will come to know about their responsibility as citizen in digital growth in India.

UNIT I: Introduction to Digital Education 5 Classes Meaning & Evolution of Digital Systems. Role & Significance of Digital Technology, digital education vs traditional education, advantages and disadvantages of digital education.

UNIT II: Digital Education Tools (10 Classes+ 5 Hands on Sessions) Information & Communication Technology & Tools Interactive tools- Microsoft Teams, Google Classroom, LinkedIn Creative Tools - Google Slides, Google Spreadsheets, Google form, Youtube)

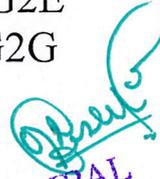
UNIT III: Digital Education in India (10 Classes + 5 Hands on Sessions) Government initiatives for Digital education in India: SWAYAM, E-Pathshala, National digital library of India (NDL India), DigiLocker. Advantages & challenges in digital education in India.

UNIT IV: E- Governance 10 Classes) Introduction of E-Governance in India, Types of E-Governance-G2C (Government to Citizen), G2E (Government to Employee), G2B (Government to Business), G2G (Government to Government), E – Governance in Jharkhand.



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Suggested Readings:

1. E-Governance in India: Initiatives and issues by R.P.Sinha
2. Information & Communication Technology (ICT) in Education by Dr. Vanaja M, Dr. S Rajasekar, Dr. S. Arulsamy.
3. Digital India: Understanding Information, Communication and Social

Change by Pradip N. References:

1. www.slideshare.net
2. www.lisportal.com/en/lis-blog

UNIT-I:EMPLOYMENT SKILL

Structure



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Components of Educational Administration-

Educational management: concept, nature and scope, difference between administration and management, Characteristics of good management, Process of Educational management, Management at different levels-elementary, secondary, higher education.

Educational Leadership-

Leadership Style and Theories of Leadership- Introduction, Meaning of Leadership, Social Notion of Leadership, Theories of Leadership, Measurement of Educational Leadership, Keywords, Further Readings, Meaning of Leadership, Social Notion of Leadership, Theories of Leadership, Philosophical Approach.

Curriculum Issues in Administration-

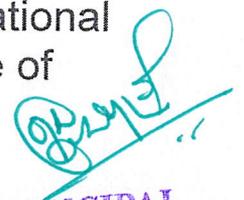
Educational Management- Concept, Nature and Scope, Difference Between Administration and Management, Characteristics of Good Management- Concept of Educational Management, Need of Educational Management, Nature of



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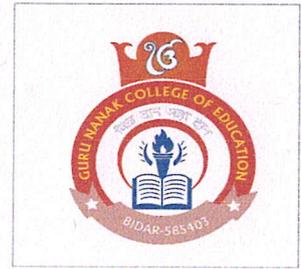
Educational Management, Management as an organization,
Scope of Educational Management

Evaluation of Teaching and Learning-

System Approach to Education- Using the Systems Approach in Practice, Importance of system approach for education, Specific trends in Educational Administration, Decision- Making, The Administrative Model, The Incremental Model, Mixed Scanning or Adaptive Decision-making, Organizational Compliance.


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VALUE ADDED COURSE

SYLLABUS

SESSION 2022-23

"PEACE EDUCATION"

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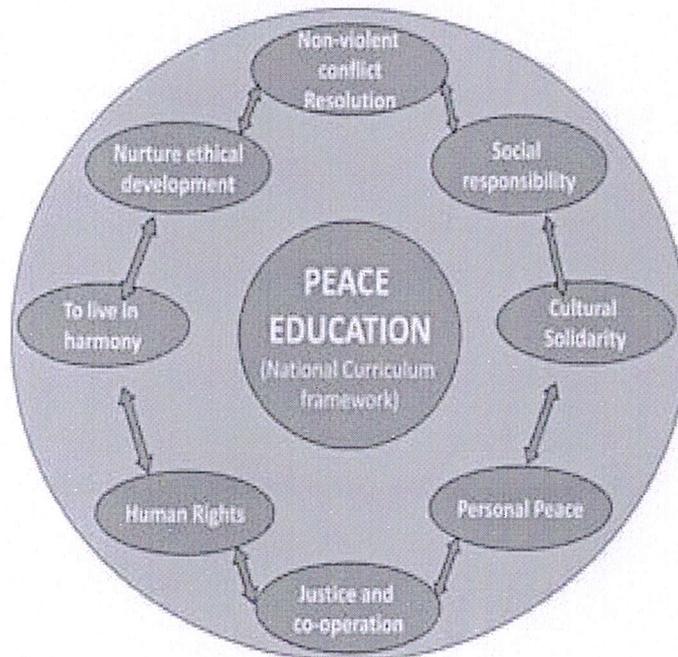
Value Added Course

Peace Education

Place:- Guru Nanak College of Education Bidar.

Date – 10/04/2023 to 25/05/2023

Time: - 08:30AM To 09:30AM




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1.1. Objectives

After learning this unit ,you will be able to:

- Understand the importance of peace
- Describe the nature of peace education
- Know the different approaches to peace
- State the present scenario of peace education
- Know the role of different institutions in peace


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The Syllabus:

UNIT-I:PEACE EDUCATION

Structure

- 1.1 Introduction
- 1.2 Objectives
- 1.3 Peace Education
 - Meaning
 - Definition
 - Concept
 - Scope
- 1.4 Aim and Objectives of Peace Education
 - Different Level soft Education
- 1.5 Human Miseries in the Modern world and quest for peace
- 1.6 Gandhian concept of peace
- 1.7 Different approaches to peace
- 1.8 Establishment of peace education institutions
- 1.9 Pacifism and Education
- 1.10 Let us sum up
- 1.10 Unit end activities**
- 1.11. Suggested readings**


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Objectives :-

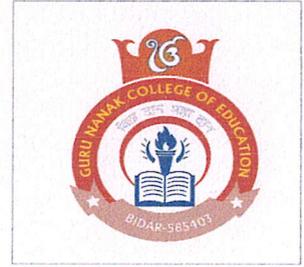
1. To explain the concept of peace education
2. To give information about the conflict process
3. To explain the forms of social interaction
4. To give information about the work of peace education of the united nations



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VALUE ADDED COURSE

SYLLABUS

SESSION 2022-23

"SCHOOL MANAGEMENT"


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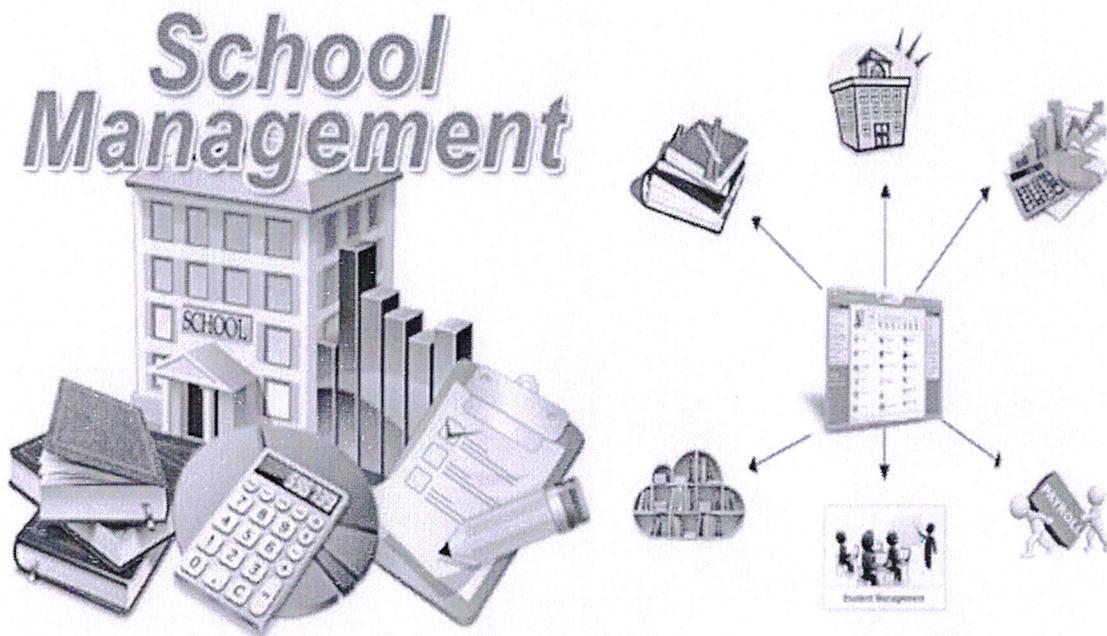
Value Added Course

School Management

Place:- Guru Nanak College of Education Bidar.

Date – 10/04/2023 to 25/05/2023

Time: - 08:30AM To 09:30AM



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Objectives :-

1. To help in understanding the concept of school management
2. School architecture and physical facilities etc.
3. Helping to understand information about planning and administration of school work
4. To help in understanding the importance of human relation in school administration and management



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The Syllabus:

UNIT-I:SCHOOL MANAGEMENT

Structure

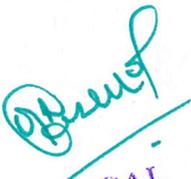
Components of Educational Administration-

Educational management: concept, nature and scope, difference between administration and management, Characteristics of good management, Process of Educational management, Management at different levels-elementary, secondary, higher education.

Educational Leadership-

Leadership Style and Theories of Leadership- Introduction, Meaning of Leadership, Social Notion of Leadership, Theories of Leadership, Measurement of Educational Leadership, Keywords, Further Readings, Meaning of Leadership, Social Notion of Leadership, Theories of Leadership, Philosophical Approach.


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Curriculum Issues in Administration-

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