

Best teaching practices-For K-!5

Author Name : Madhu Arora
Lecturer(Kasturi Ram College of Higher Education, Narela)
Affiliated to G.G.S.I.P.University, Delhi
Address :153, IInd floor, pocket 13
Sec-24
Rohini (Delhi)
Phone no. 9313649817
Email: Madhu_chitkara@yahoo.com

ABSTRACT

Best teaching practices are all work for students, flexible, motivating to learn, stylish, entertaining, having humour, caring and developing minds and talents. There are many teaching strategies which can be used in class according to requirement.such as demonstration, discussion lecture form.For example while teaching accounting numericals in class, only step by step understanding of problem and solution by student will serve the purpose,use of chalk/marker and board will serve the purpose but if a topic on selection procedure in Human Resource development is to be discussed. Many techniques such as case stud,.Use of Questionnaie will be useful.So no one rigid methodology or technique or formula should be there

MAIN PAPER

Best Teaching Practices consists of Best + Teaching + Practices which can be elaborated as under

Best: Man has always desired for excellence. This desire has given birth to new inventions and innovations in all walks of life. science and technology has always been instrumental in bringing efficiency and improvement in the processes and products of human work. the world of education has also influenced by the increased use of tecnology.

Teaching :Teaching includes motivating students to learn, how to learn and doing so in a manner that is relevant, meaningful and memorable. It is about caring for your craft, having a passion for it and conveying that passion to everyone, most importantly to your students

Practices : The most important ingredient of teaching is the Instructional Procedure designed by a teacher to use in the classroom. Verbal and non verbal is bring desirable behavioural changes among students.Now in Education technology strategies, tactics and devices are used for developing instructions for teaching to attain the objectives of teaching

on the basis of above discussion we can say that Best Teaching Practices are about a teacher doing his/her best to keep on top of his/her field,reading sources inside and outside of his/her area of expertise and being at the leading edge as often as possible. But knoeledge is not confied to scholarly journals. It is also about bridging the gap between theory and practice. It is about leaving the ivory tower and immersing oneself in the field,talking to , consulting with and assisting practioners, and liaisoning with their communities. It is also listening , questioning being responsive and remembering that each student and class is different. It is not about always fixed agenda and being rigid, but being flexible, fluid ,experimenting and having the confidence to react and adjust to changing circumstances.”... involving students in discussion fosters

retention of information, application of knowledge to new situations, and development of higher-order thinking skills—and discussions do this much better than lectures do. ...

For best teaching practices, different teaching strategies are used for achieving teaching goals. Teaching strategy is generalized plan for a lesson which includes structure, desired learner behaviour in terms of goals, instruction and an outline of planned tactics necessary to implement the strategy. It includes all the aspects like contents, task analysis, teaching objectives, the expected changes in the behaviour of the pupils, their interests, attitudes, capacities, abilities, needs, mental level and entering behaviour etc. which method is best for teaching, depends on two main things. first which category of students are u dealing and second which subject are u teaching.

category may be primary, higher secondary, senior secondary and graduation. one method which is most effective at primary level may be least effective at any other level.

subject also play an important role in selecting effective method. for example a teacher teaching mathematical numerical can use only practical solution step by step on the spot to make understandable. other methods e.g. case study, using ppt and slides or transparency may not be so effective.

Best teaching practice is that which fulfills the need of student. it may vary from topic to topic also in the same subject.

as I handle management students at graduation level (BBA) normally following methods can be used;

- (1) Demonstration
- (2) Apprenticeship
- (3) Brain storming
- (4) Different duration
- (5) Discussions (seminars, symposia, syndicates, panel discussion and workshops)
- (6) Literary reading/ research
- (7) Field training
- (8) Individual instructions
- (9) Labs (class/ fields)
- (10) Lecture forum
- (11) Mbo
- (12) Organized forums
- (13) Orientation
- (14) Peer tutoring
- (15) Programmed instructions
- (16) Role playing
- (17) self study
- (18) sensitization techniques
- (19) simulation games
- (20) T- group training
- (21) Tutorial groups
- (22) Workstudy group
- (23) Buzz groups
- (24) Role workshops
- (25) Multimedia presentation

According to availability of resources and time all above methods have their own advantages and disadvantages but I use four of above according to need of subject which are as follows

Lecture Method : It is an oldest and most commonly used method given by idealism philosophy. It is one of the autocratic teaching strategies. Main focus is to achieve the cognitive and affective objectives. Lecture lays emphasis on the presentation of the contents. Teacher is more active and students are passive participants but teacher used question answer techniques to keep them Attentive in class. Teacher controls and plans for all student activities. In this system content is presented as a whole. Main stress is on presentation.

The language of the lecture should be simple, easy and comprehensive. The strategy should be supported by maps, charts transparencies etc.

For example in a class of Business Organisation the topic partnership is to be taught by lecture method. Main emphasis is on the presentation of the content as students will learn better through listening, topic can be correlated with other subject such as accountancy , income tax etc. New knowledge is linked with students' previous knowledge on sole proprietorship to make presentation purposeful and interesting

For solving numerical problem this method is best when used with chalk/marker on the board.

With this method habit of concentration can be developed among students. Also large content may be taught relatively in small duration.

Discussions (seminars, symposia, syndicates, panel discussion and workshops

It involves group participation. It is suitable for a group who are required to discuss and share a problem. Although it provides little information but it may encouraging analytical thinking to students. A conference may be of 2 types guided and unguided. Both types of conferences provides a pooling of ideas to understand topic easily. The students discover the facts of a problem raised, discover them and reach on a conclusion

The project method differs from case study while in former , participants have to discover the facts, in the latter , facts are already there.

The panel method provides a substitute for the conference method where the group is large. The efficiency of this method lies with the panel leader whose role consists in moderating, clarifying points, controlling , questioning and summarizing the discussions

Buzz session involve a breakup of the conference group in several small groups of 4 or 5 participants. Each small group discussed the problem and reports its view to entire group subsequently

Role playing

As students at this stage are prepared to make decision making activity also, this method is very much useful for interpersonal skills. It helps to bring about desired changes in attitudes and behavior. The students acts out a given role as they would be in a stage play. 2 or more students are assigned parts to play before the rest of the class, Thus, it is a method of human interaction which involves realistic behavior in an imaginary or hypothetical situation. Students interest and involvement tends to be high due to learning by doing and immediate feedback. There is high degree of feedback . Each student tries to excel due to the competitive atmosphere. Role playing involves simulation i.e. creating similar to real work situation

Example; A topic on labour management is to be discussed in class. A student has to play as a labour officer and 5 or 6 comes to him with their industry problem and students discuss the problem in a skit method and try to solve that problem

Case study Method

Under this method, a real or hypothetical business problem or situation demanding solution is presented in writing to the students. Teacher with the help of the students identify and analyse the problem, suggest and evaluate alternative course of action and choose the appropriate solutions

The teacher finds out what information is required and seek it out from the students through the questions. It promotes analytical thinking and problem solving skills. It encourages open mindedness and provides a means of integrating interdisciplinary knowledge. The students become aware of obscurities, contradictions and uncertainties involved in the business

For example

Analysis of financial statements topic is to be discussed in class , case study method is the best way for this topic. Balance sheet of a company can be taken for analysis.starting from meaning , objectives purposes for different interested groups one by one items of balance sheet can be discussed with getting participation of students such as ratio analysis. Comparative financial statements, trend analysis, cash flow statements.

This method is useful for both theory as well as **numerical**. In conclusion ,it can be said every teaching practice which serves the need of the student, is BEST

Technology Used by teacher : Usually content for any topic to be discussed in class is done with the help of books recommended by University with the syllabus, but sometimes new topics are added and matter is not available in the books then matter is searched on the internet, and also websites related to the topic are sent to the students through the e-mail. Notes are also sent through internet. Email ID of students are with me and students also can discuss or share any information regarding syllabus.

For example In Human Resource Management for BBA Topic of 6 Sigma and flexitime. are purely made with the help of different websites and mailed to the students as these topics are not available even in the recommended books for the subject.Sometimes for making topic interesting use of net is helpful for example for the topic of emotional intelligence, a questionnaire was downloaded from the net and students found it very interesting and understandable.

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Key Words:

K 13-15, Lecture, Role Playing, Case Study, Demonstration, Management, Numericals