



Student
Hand Book

Karnataka State Open University (KSOU)

International Academy for Creative Teaching (iACT)

Post Graduate Diploma In Creative Teaching (PGDCT)

ABOUT THE KARNATAKA STATE OPEN UNIVERSITY

The Karnataka State Open University was established on 1st June 1996, keeping in view the educational needs of our country in general and the Karnataka State, in particular. It is the eighth Open University in the country. This University is an erstwhile Institute of Correspondence Courses of Mysore University and enjoys a unique privilege of a long and rich experience in the field of Distance Education. It is also a member of the Association of Indian Universities as well as Commonwealth Universities Association. It is also a recognised member-university of the Distance Education Council (DEC), Ministry of Human Resource Development, Government of India.

ABOUT THE INTERNATIONAL ACADEMY FOR CREATIVE TEACHING

The International Academy for Creative Teaching is a wing of the prestigious Jain Group of Institutions and is exclusively dedicated to teacher training at multiple levels. It focuses on infusing creativity in the teaching/learning process.

Mission Statement of iACT

iACT aims to facilitate teachers to stretch themselves to the limits of their creativity only to discover that there are no limits and help them to be true professionals who can make learning both enjoyable and fruitful for their students.



*Anyone who refuses to be a student,
Anyone who refuses to be a student,
refuses to be a teacher*

Post Graduate Diploma in Creative Teaching

Name: _____

Address: _____

Contact No: _____

Email: _____

International Academy for Creative Teaching (IACT)

#52, Bellary Road, Hebbal, Bangalore 560024

Ph: 080-2354 5246; Fax: 080-2354 5247

Email: iact@jaingroup.info / iact-ksou@jaingroup.info

Website: www.iact.ac.in

Who is a Creative Teacher?



A creative teacher is one who:

- ✓ *Recognizes and respects the creative potential of each child.*
- ✓ *Has a humanist view of creativity vs. the genius view of creativity.*
- ✓ *Is self-aware, conscious and deliberate rather than habit driven.*
- ✓ *Has the ability to make the complex appear simple.*
- ✓ *Communicates in a manner accessible and comprehensible to the learner.*
- ✓ *Maps ideas on learners' experiences to convey concepts.*
- ✓ *Motivates learners to widen their zone of proximal development.*
- ✓ *Is never complacent about him/herself or his/her learners.*
- ✓ *Is sure of his/her own concepts.*
- ✓ *Is spontaneous and responsive to classroom challenges.*
- ✓ *Is willing to veer away from lesson plans if the situation so demands.*
- ✓ *Empower learners by encouraging self-directed learning.*
- ✓ *Understands 'why' a certain topic has been included in the syllabus.*
- ✓ *Focuses on 'how' rather than 'what' to teach but recognizes the latter is also important.*
- ✓ *Interprets the textbook and curriculum creatively and steps beyond their confines*
- ✓ *Is willing to engage standards / norms and accepts the same from learners.*

The PGDCT - Course outline

As part of the course, a student would have to take 7 papers. Of these 6 are compulsory papers and one is an optional paper, which is the Pedagogy paper. Students can opt one among six different Pedagogy papers.



	Paper	Credits
1.	Communication and Presentation Skills	4
2.	Creativity	4
3.	Education Studies	6
4.	Value Education	4
5.	Classroom Management	4
6.	Counseling and Health Education	2
7.	Pedagogic Studies:(Choose any one) <u>Creative Teaching of:</u> 7a. English 7b. Social Studies 7c. Science 7d. Mathematics 7e. Information and Communication Technology 7f. Education Management	8

- ❖ Each paper is divided into three blocks and each block has four units.
- ❖ Each paper would thus contain 12 units. The entire course of 7 papers would include 84 units.
- ❖ Details of the Syllabus are provided along with the Self Instructional Material (SIM)

Self Instructional Material (SIM)

The Course wise comprehensive Self Instructional Material (SIM) will be supplied to the students admitted. The students would have the option to collect it from 7ACT, Bangalore personally or receive it by post.

The Study material is interactive and permits the students to engage with the concepts and topics under discussion without requiring a 'face to face interaction' with the subject experts. While designing the material, the needs of a distance learner have been taken into account. The student can e-mail 7ACT for any clarifications at iact-ksou@jaingroup.info.

Assignments and School Practicum:



In Each paper the student would be required to submit a minimum of three assignments – one from each block. Of these, the two best would be included for the purposes of evaluation. The assignments should be neatly hand written or keyed in on A4 size paper. ***Name of the student, paper code and title, block number and date*** should be clearly mentioned at the start of assignment. Assignments can also be e-mailed to iact-ksou@jaingroup.info The schedule for submission of assignments is enclosed at the end.

During the course the student will have to complete a project, which is a part of the school practicum, linked to pedagogy. For the purpose of School Practicum you need to identify a senior teacher in a school. If you are an in-service candidate you could identify a senior teacher of the same pedagogy and if you are not an in-service candidate 7ACT would identify a teacher from amongst the associate schools. He/She will be the mentor teacher and will have to observe your classes (at least five classes or one unit) for the purpose of assessing your teaching skills based on the criteria provided by us.

The content of the School Practicum are:

- Comprehensive lesson plan for the 5 classes
- Identification of special teaching aids used in the class
- Unit test constructed for a unit with the blue print and model answers for the same unit.
- Once the same is administered in the school, the results to be evaluated with graphical interpretation.

After the completion of the practical sessions you need to send us the unit plan, unit test plan with answers, graphical interpretation of test, a write-up on the teaching aids.

This project will be evaluated from the perspective of each of the other papers also.

- ❖ Assignments can be sent by **Post / e-mail / handed over personally**
- ❖ Submit all your assignments to the **PGDCT Course Coordinator:**

PGDCT Course Coordinator: Dr. Padmavathi B.S.

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Contact No: 080-2354 5246; Fax: 080-2354 5247

E-mail: iact-ksou@jaingroup.info

- ❖ It is the responsibility of the student to check and confirm that the assignment has reached the PGDCT coordinator.
- ❖ **For all queries regarding the course kindly contact the PGDCT course coordinator: Dr. Padmavathi B.S.**

Evaluation System:

The Evaluation system would be based on Grades.

There would be 60 % weightage for the Course end examination and 40% weightage for Internal Assessment. The 40% weightage for Internal Assessment would be on the basis of

Assignments – 30%

Projects - 10%

In Paper 7 (Pedagogy) the project would be the Practice Teaching in a School selected by the student but approved by 7ACT .

Grade	Description	Points
A	: Very good, achievement of high quality	5
B	: Good performance and quality	4
C	: Satisfactory with understanding of subject	3
D	: Fair, with general understanding of basics	2
E	: Inadequate and requiring repetition	1

A grade of **D** and above must be obtained in each paper. An **E** grade in any of the papers would require repetition of the course for successful completion of the Degree.

In each semester a grade point average will be computed in which the student must achieve a **Grade Point Average (G.P.A.) of 2 or above**. A final overall grade, at the end of two semesters will be computed on the basis of a Cumulative Grade Point Average (C.G.P.A).

$$\text{G.P.A.} = \frac{\sum (\text{grade point} \times \text{credit})}{\sum \text{credit}}$$

Contact Programme:

íACT would organize two contact programmes of one week duration each at Bangalore, and in the event of sufficient numbers at other locations also. While it is not mandatory to attend the contact programme, students are encouraged to take the contact programme seriously.



Other Programmes/Courses/Trainings Offered at íACT

Graduate Programme in Creative Teaching:

The flagship of íACT is the one-year on-campus Graduate Programme for aspiring and in-service teachers and academic coordinators / administrators / heads at all levels.

Customised Workshop for in-service teachers:

íACT endeavors to enhance the skill of Teaching among all teachers. The content of the Customised Workshop is tailored to suit the requirements of the Institution (school/college). The institutions can opt to conduct the workshop at their own premises or even at íACT.

Successful Career And Life Empowerment - SCALE Programme for Graduate students:

The training facilitates students to make the transition from the classroom to the global arena with confidence, and to take on the professional responsibilities of global nature and to grow as leaders in their chosen profession.

Soft-Skills Training for Corporate Employees:

The Corporate work environment is increasingly becoming cross-cultural and target/result oriented. The workshops on Time Management, Team Building, Stress Management, to name few, enables the workforce to face the new challenges with great ease.

Career Counseling/Guidance for students:

Choosing an appropriate career is no less than defining the life goal. The 'Counseling Centre' at íACT began to facilitate students to understand themselves and accordingly set their career goals. We collaborate with parents and educational institutions in this endeavour.

Cambridge International Diploma and Certificate course for Teachers and Trainers:

ACT is a registered 'Cambridge International Centre'. We offer two courses that are awarded by the University of Cambridge International Examinations.

The courses are:

➤ **The Cambridge International Diploma for Teachers and Trainers:**

The Cambridge International Diploma for Teachers and Trainers is a practice-based qualification for continuing professional development, relevant to all teaching and learning contexts. Diploma candidates can be full or part-time teachers or trainers. The Diploma sets global performance standards for the design, practice, assessment, and evaluation of teaching and learning activities

➤ **Cambridge International Certificate for Teachers and Trainers:**

The Cambridge International Certificate is a practice-based qualification for continuing professional development, relevant to all teaching and learning contexts. The Certificate is ideal for anyone in a teaching or training role who needs to update their skills. Candidates can be full or part-time teachers or trainers. They can be working in all sorts of institutions, including schools, colleges, training organizations and companies, and with learners of different ages and stages, from pre-school and primary through to higher, adult and work-based education

PGDCT 2006-07 ACADEMIC CALENDAR

Important Dates

<i>Events</i>	<i>Date</i>
<i>Inform iACT of the Practice School selected</i>	<i>28th February 2007</i>
<i>First Contact Programme</i>	<i>1st week of March 2007</i>
<i>Submission of First Assignment</i>	<i>By 15th March 2007</i>
<i>Submission of Second Assignment</i>	<i>By 30th April</i>
<i>Second Contact Programme</i>	<i>1st week of May 2007</i>
<i>Submission of Project</i>	<i>By 31st May 2007</i>
<i>Submission of Third Assignment</i>	<i>By 30th June 2007</i>
<i>Course End Examination</i>	<i>August-September 2007</i>

Jain Group of Institutions

Jain International Residential School

Jain Heritage School, Bangalore

Jain Public School, Bangalore

Jain Public School, Bangalore

Jain Vidyaniketan, Bangalore

The Jain International School, Bilaspur

The Jain International School, Kanpur

The Jain International School, Nagpur

The Jain International School, Hyderabad

Sri Bhagawan Mahaveer Jain, Bangalore

Sri Bhagawan Mahaveer Jain College, Bangalore

Sri Bhagawan Mahaveer Jain College, K.G.F

SBMJC - Center for Management Studies, Bangalore

SBMJC - Center for Post Graduate Studies, Bangalore

SBMJC - Center for Interior Design, Bangalore

SBMJC - Center for Visual Arts, Bangalore

SBMJC - Center for Chartered Accountancy, Bangalore

SBMJC - Center for Vocational Studies, Bangalore

Sri Bhagawan Mahaveer Jain Evening College, Bangalore

Sri Bhagawan Mahaveer Jain College of Engineering, Bangalore

SBMJC - Center for Financial Planning and Management, Bangalore

MATS School of Business, Bangalore

MATS School of Business & IT, Raipur

MATS School of Business, Belgaum

International Academy for Creative Teaching, Bangalore

Human Networking Academy, Bangalore

Jain Academy for Sporting Excellence, Bangalore