



**ACADEMIC-GRADUATE STUDIES AND RESEARCH DIVISION**

**FIRST SEMESTER 2023-2024**

**Course Handout Part II**

11-08-2023

In addition to part -I (General Handout for all courses appended to the timetable) this portion gives further specific details regarding the course.

*Course No.* : **BITS C791T**  
*Course Title* : **Teaching Practice I**  
*Instructor In-charge* : **Associate Dean, AGSRD**  
*Instructor(s)* : **Course Instructor**

**1. Course Description:** The course is designed and operated to provide cumulative experience for Ph.D. student in the practice of teaching.

**2. Scope and Objective of the Course:** The objective of this course is to train the Ph.D. students in the art of teaching and involves various aspects like preparation of class notes, classroom delivery, blackboard planning, facing the audience, evaluation and grading, etc. This course helps the students in gaining deeper understanding of fundamental concepts and acquiring the techniques of communicating these to others at a professional level.

**3. Operation of the course:** All Ph.D. students registered in either of these courses will be assigned an on-going course generally drawn from the core courses of the first/higher degree under the guidance of a senior faculty member. Several practice lectures will be held in which each student will be given an opportunity to lecture in the class. Besides the technical contents, the basic important points to be focused during the lectures are.

- a) Black board planning and hand writing
- b) Oral communication
- c) Audience awareness
- d) Style of presentation.

For a faculty candidate registered in the course, his/her teaching involvement itself will be considered for this purpose. Each Ph.D. candidate including faculty candidate will submit a Mid-semester Report and a final report, which will include the following.

- a) Outline of lectures delivered or other teaching related activities.
- b) References and bibliography of literature consulted for preparation of the lectures/other activities.
- c) Course handout and comments on its special features
- d) All questions papers and analysis and objectives of each question e.g. whether testing memory, concepts application of knowledge, etc. Alternatively, other instruments of evaluation such as seminars, Group discussion, etc. held and objectives of each of these.
- e) Conclusions on your own performance and the performance of the class based on
- f) your teaching, evaluation and grades awarded to students.

**4. Evaluation:** Grading shall be based on the performance in lectures or other related tasks as reflected through the Mid-semester and the Final reports submitted by the candidate.





The following aspects shall be kept in view:		
a)	Presentation	20%
b)	Technical contents and conclusions drawn	50%
c)	Reference to literature, etc.	30%

The weightage shall be proportionately divided over the number of lectures delivered/ the various tasks involved in.

**Instructor In-charge**  
**BITS C791T**





**ACADEMIC-GRADUATE STUDIES AND RESEARCH DIVISION**  
**FIRST SEMESTER 2023-2024**

**MID SEMESTER EVALUATION FORM**

**Course No.:** BITS C791T

**Course Title:** Teaching Practice I

**Name of the Course Instructor:** \_\_\_\_\_

**Name of the Instructor In-charge:** Associate Dean, AGSRD

S. No.	Name and ID No. of the Student	Presentation (10 Marks)	Technical contents and conclusions drawn (25 Marks)	Reference to literature, etc (15 Marks)	Mid sem Total (50 Marks)	Recommended Mid sem Grade (Above average /Average/Below Average)
1						
2						
3						
4						

Please complete the above evaluations and return duly filled copy of this proforma to the Convener, DRC latest by **Oct 30, 2023**.

**Signature of Course Instructor**

**Name and Signature of Course Instructor-2** (Where applicable)





**ACADEMIC-GRADUATE STUDIES AND RESEARCH DIVISION**  
**FIRST SEMESTER 2023-2024**

**FINAL EVALUATION FORM**

**Course No.:** BITS C791T

**Course Title:** Teaching Practice I

**Name of the Course Instructor:** \_\_\_\_\_

**Name of the Instructor In-charge:** Associate Dean, AGSRD

S. No.	Name and ID No. of the Student	Mid sem Total (50 Marks)	Presentation (10 Marks)	Technical contents and conclusions drawn (25 Marks)	Reference to literature, etc (15 Marks)	Final Total marks (100 Marks)	Recommended End sem Grade (Above average /Average/Below Average)
1							
2							
3							
4							

Please complete the above evaluations and return duly filled copy of this proforma along with the hard copy of final report to the **Convener, DRC** latest by **Dec 13, 2023**.

**Signature of Instructor**

**Name and Signature of Instructor-2** (Where applicable)

