

### **DVV Clarification**

#### **Metric ID :**

2.4.3 Competency of effective communication is developed in students through several activities such a

#### **DVV Query:**

- Details of the activities carried out during last completed academic year in respect of each response indicated

#### **Response:**

The document was already uploaded in SSR. It is again being provided details of the activities carried out during last completed academic year in respect of each response indicated for DVV clarification.

### 2.4.3

Competency of effective communication is developed in students through several activities such as

#### 1. Workshop sessions for effective communication





**SANDIPANI**  
**ACADEMY**

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District - Bilaspur - 499 551 (C.G.)  
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Email : sandipanieducation.masturi@gmail.com

SA (M) B/Education/ Dec./2022/536

DATE- 12/12/2022

To,

Prof. G.A.Ghanshyam,  
Professor of English,  
(SAGEMMC, Bilaspur)  
NEP- 2020,  
Nodel Taskforce (C.G.)

Subject: Invitation for Faculty Development Program On **"Professional Ethics and Communication Skill"**.

Respected Sir,

We are please to inform you that Sandipani Academy, Pendri (Masturi), Bilaspur is organizing Faculty Development Program On **"Professional Ethics and Communication Skills"**. With due regards, we feel privileged to solicit your benign presents as Guest on this Faculty Development Program on Date 16.12.2022 at 11:00 AM.

We are looking forward for your kind approval.

Thanking You

Received  
AA  
14.12.22

Principal  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

Principal  
Sandipani Academy  
Pendri (Masturi),  
Bilaspur (C.G.)  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)



To,

Prof. G.A.Ghanshyam,  
Professor of English,  
(SAGEMMC, Bilaspur)  
NEP- 2020,  
Nodel Taskforce (C.G.)

Subject : A Letter of Gratitude.

Respected Sir,

On the behalf of Education Department, Sandipani Academy, Pendri (Masturi), Bilaspur I want to express our appreciation to you for the Faculty Development Programme "**Professional Ethics and Communication Skills**". It was extremely informative.

We hope to get a chance to here from you in future also.

Thanking You!

With Warm Regards,

Principal

Sandipani Academy

Pendri (Masturi), Bilaspur(C.G.)

Received

Principal

Department of Education

Sandipani Academy

Pendri (Masturi) Bilaspur (C.G.)

SESSION 2022-23  
**PROFESSIONAL ETHICS PROGRAM**

PROGRAM NAME : **"PROFESSIONAL ETHICS AND COMMUNICATION SKILLS"**

DATE : 16.12.2022

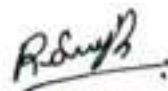
PLACE : SANDIPANI ACADEMY, PENDRI, MASTURI, BILASPUR(C.G.)

On 16.12.2022, a Faculty Development Program was organized on the topic **"Professional Ethics and Communication Skills"** under Professional Ethics at Sandipani Academy, Pendri, Masturi, Bilaspur (C.G.). Professor G.A. Ghanshyam was present among us as the keynote speaker in this workshop. Sir discussed professional ethics and communication skills with the entire staff in which he told that, Teachers accept and treat learners as unique human beings. Teachers respect the rights of learners and react to them humanely and fairly. Teachers try to understand the learners' starting point, thoughts and opinions. Teachers considerately handle matters linked to the learner's personality and privacy and Good communication skills of teacher are the basic need of academics success of students and professional success of life. Teacher communicates more instructions orally in classroom to students. Teacher with poor communication skills may cause failure of students to learn and promote their academic.

Along with this, we express our heartfelt thanks to our college director Mr. Mahendra Chaubey, Administrator of Sandipani Academy Mrs. R. Senkhathir Shelvi, Principal of Education Department Dr. Rita Singh, Co-ordinator Ms. Dipti Singh Rathore and all the staff members who contributed equally in making this program successful.



Principal  
Sandipani Academy,  
Pendri, Masturi,  
Bilaspur (C.G.)



Principal  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

**EDUCATION DEPARTMENT**

**NOTICE**

Date : 21/11/2022

All students of Sandipani Academy Pendri (Masturi), Bilaspur (C.G.) of Education department are informed that your Workshop Session for "Effective communication programme" is going to be held on 23/11/2022 onward. It is mandatory to attend all students in this programme.



**Dr. Rita Singh**

**Principal**

**Sandipani Academy**

**Pendri (Masturi), Bilaspur (C.G.)**

**Principal**

**Department of Education**

**Sandipani Academy**

**Pendri (Masturi) Bilaspur (C.G.)**



**SANDIPANI**  
**ACADEMY**

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SA (M) B/EDUCATION/ 2022/530

DATE- 23/11/2022

To,

Mrs. Sushma Lilhore,  
Bilaspur (C.G.)

Subject: Invitation for Workshop Session on "Effective Communication".

Respected Mam,

We are please to inform you that Sandipani Academy, Pendri (Masturi), Bilaspur is organizing One Day Workshop Session on "Effective Communication". With due regards, we feel privileged to solicit your benign presents as Guest Speaker on this One Day Workshop Session on Date 23.11.2022 at 11:00 AM.

We are looking forward for your kind approval.

Thanking You

Received  
Sushma

*P. Smith*  
Principal  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

*P. Smith*  
Principal  
Sandipani Academy  
Pendri (Masturi), Bilaspur (C.G.)  
Principal  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C G.)

To,

Mrs. Sushma Lilhore,  
Bilaspur (C.G.)

Subject : A Letter of Gratitude.

Respected Sir,

On the behalf of Education Department, Sandipani Academy, Pendri (Masturi), Bilaspur I want to express our appreciation to you for the Workshop Session on "Effective Communication". It was extremely informative. We hope to get a chance to here from you in future also.

Thanking You!

With Warm Regards,

*Received.*  
*Sushma*

*R. Singh*

Principal  
Sandipani Academy  
Pendri (Masturi),  
Bilaspur(C.G.)

*R. Singh*

Principal  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

**WORKSHOP SESSION FOR EFFECTIVE COMMUNICATION**

**SESSION - 2022 - 23**

**DATE - 23.11.2022**

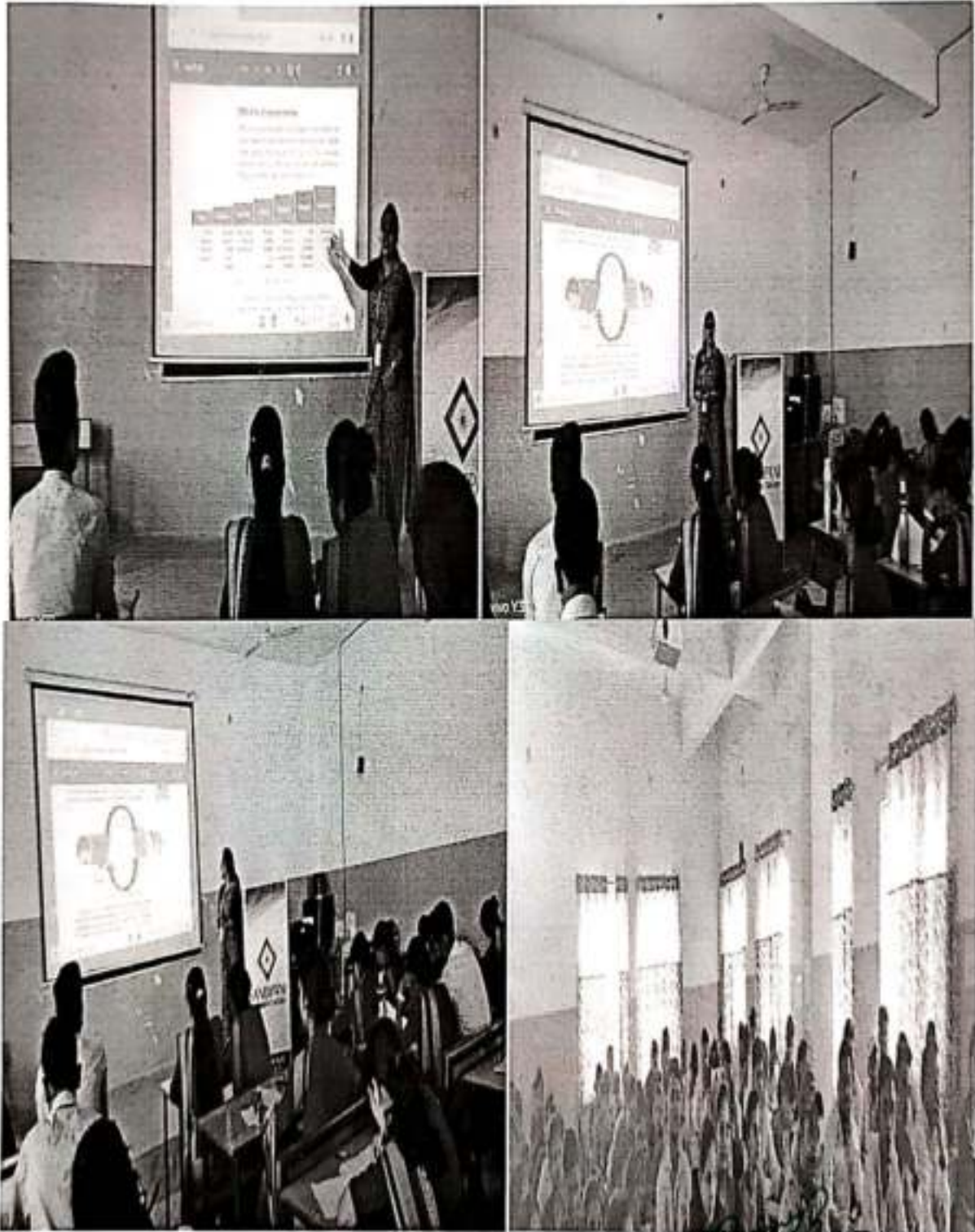


*R. Singh*  
Principal  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

## WORKSHOP SESSION FOR EFFECTIVE COMMUNICATION

SESSION - 2022 - 23

DATE - 23-11-2022



*Aditya*  
Principal  
Department of Education  
Sandipani Academy  
Pendri (Masturi), Bilaspur (C.G.)

**EDUCATION DEPARTMENT****REPORT****WORKSHOP SESSION FOR EFFECTIVE COMMUNICATION**

The Education Department of Sandipani Academy, Pendri Masturi organized a guest lecture on 23/11/2022. The keynote speaker on **Effective Communication Skills** was Sushma Lilhore of D. P. Vipra College of Education, Birkona Road, Bilaspur (C.G.). The keynote speaker explained that effective communication is the process of exchanging ideas, thoughts, opinions, knowledge, and data so that the message is received and understood with clarity and purpose. When we communicate effectively, both the sender and the recipient feel satisfied.

Communication takes place in many forms, including verbal and non-verbal, written, visual, and auditory. It can be in person, on the Internet (on forums, social media, and websites), on the phone (through apps, calls, and videos), or by mail. This program was efficiently conducted by Mrs. Mona Verma. At the end of the program, Deepti Singh Rathore expressed gratitude. The Director of the institution, Mr. Mahendra Choubey, Principal of the college, Dr. Rita Singh, and the entire staff made a commendable contribution in making this programme a success.



Dr. Rita Singh  
Principal  
Sandipani Academy  
Pendri (Masturi), Bilaspur (C.G.)

Principal  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

### 2.4.3

**Competency of effective communication is developed in students through several activities such as**

**2. Simulated sessions for practicing communication in different situations**



**EDUCATION DEPARTMENT**

**REPORT**

**SIMULATED SESSION FOR PRACTICING COMMUNICATION IN  
DIFFERENT SITUATION**

Simulations are instructional scenarios where the learner is placed in a "world" defined by the teacher that represents a reality within which students interact. The teacher controls the parameters of this "world" and uses them to help students achieve learning outcomes. Simulation are organized to make trainees acquainted with the real classroom scenarios and to equip them with skills to. Manage the class and enhance either teaching competencies Simulation Lesson.

*R. Singh*  
Dr. Rita Singh  
Principal

Sandipani Academy  
Pendri (Masturi), Bilaspur (C.G.)

**Principal**  
**Department of Education**  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)



**SANDIPANI**  
ACADEMY

# SANDIPANI ACADEMY

PENDRI (MASTURI), BILASPUR (C.G.)

**SIMULATED SESSION FOR PRACTICING COMMUNICATION IN  
DIFFERENT SITUATION (Drama)**

**SESSION - 2022 - 23**


**DATE - 23-02-2023**



*R. Singh*  
**Principal**  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

**SIMULATED SESSION**  
**COMPUTER LANGUAGE LAB**



  
**Principal**  
**Department of Education**  
Sandipani Academy  
Pendri (Masturi), Bilaspur (C.G.)

### 2.4.3

**Competency of effective communication is developed in students through several activities such as**

**3. Participating in institutional activities as 'anchor', 'discussant' or 'rapporteur'**





**SANDIPANI**  
ACADEMY

# **SANDIPANI ACADEMY**

PENDRI (MASTURI), BILASPUR (C.G.)

## **EDUCATION DEPARTMENT**

### **REPORT**

#### **PARTICIPATING IN INSTITUTIONAL ACTIVITIES AS 'ANCHOR' 'DISCUSSANT' OR 'RAPPORTEUR'**

The education department of Sandipani Academy, Pendri (Masturi), Distt. – Bilaspur (C.G.) provides many such opportunities to the students, in which the confidence and communication skills of the students can be improved. For this, from time to time such programs are organized by the B.Ed. department, in which the students get a full opportunity to come forward and participate in the programme. Anchoring not only serves as a platform for the students to showcase their communication abilities but also plays an important role in increasing the confidence of the trainee. In this, the trainees are encouraged to bring out their skills to speak solo and publicly, which helps them in their academic and other areas of life.

  
Dr. Rita Singh  
Principal

Sandipani Academy  
Pendri (Masturi), Bilaspur (C.G.)

**Principal**  
**Department of Education**  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

**PARTICIPATING IN INSTITUTIONAL ACTIVITIES AS 'ANCHOR',**

**'DISCUSSANT' OR 'RAPPORTEUR'**

**SESSION - 2022 - 23**

**DATE - 07.11.2022**



*R. Singh*  
Principal  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

**PARTICIPATING IN INSTITUTIONAL ACTIVITIES AS 'ANCHOR',**

**'DISCUSSANT' OR 'RAPPORTEUR'**

**SESSION - 2022 - 23**

**DATE - 13.03.2023**



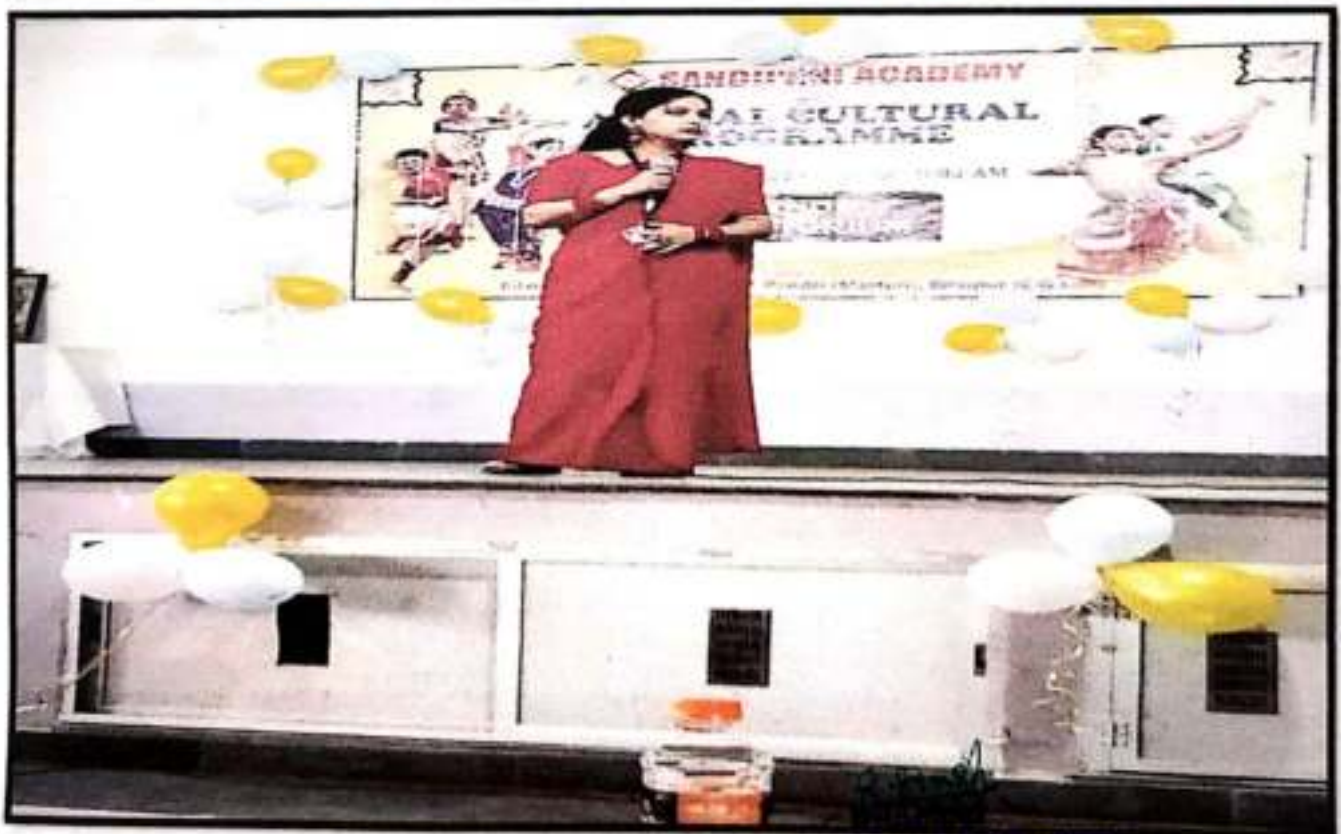
*A. Singh*  
**Principal**  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

**PARTICIPATING IN INSTITUTIONAL ACTIVITIES AS 'ANCHOR'**  
**'DISCUSSANT' OR 'RAPPORTEUR'**  
**CULTURAL ACTIVITY**



*R. Singh*  
Principal  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

**PARTICIPATING IN INSTITUTIONAL ACTIVITIES AS 'ANCHOR'**  
**'DISCUSSANT' OR 'RAPPORTEUR'**  
**CULTURAL ACTIVITY**



### 2.4.3

**Competency of effective communication is developed in students through several activities such as**

**4. Classroom teaching learning situations along with teacher and peer feedback**



**Sandipani Academy, Pendri (Masturi), Distt. – Bilaspur (C.G.)**



**SANDIPANI**  
ACADEMY

**SANDIPANI ACADEMY**  
PENDRI (MASTURI), BILASPUR (C.G.)

**EDUCATION DEPARTMENT**

**REPORT**

**CLASSROOM TEACHING LEARNING SITUATION ALONG WITH  
TEACHER AND PEER FEEDBACK**

The teaching life is the life of the explorer the maker creating a classroom for the exploration. It is important to prepare teachers for practicum and one of the preparations is peer teaching and feedback. Peer feedback provides trainees with an opportunity to practice real teaching and learn from their peers which prepares teachers for teaching practicum. Peer feedback can be considered an essential component of the peer teaching process.

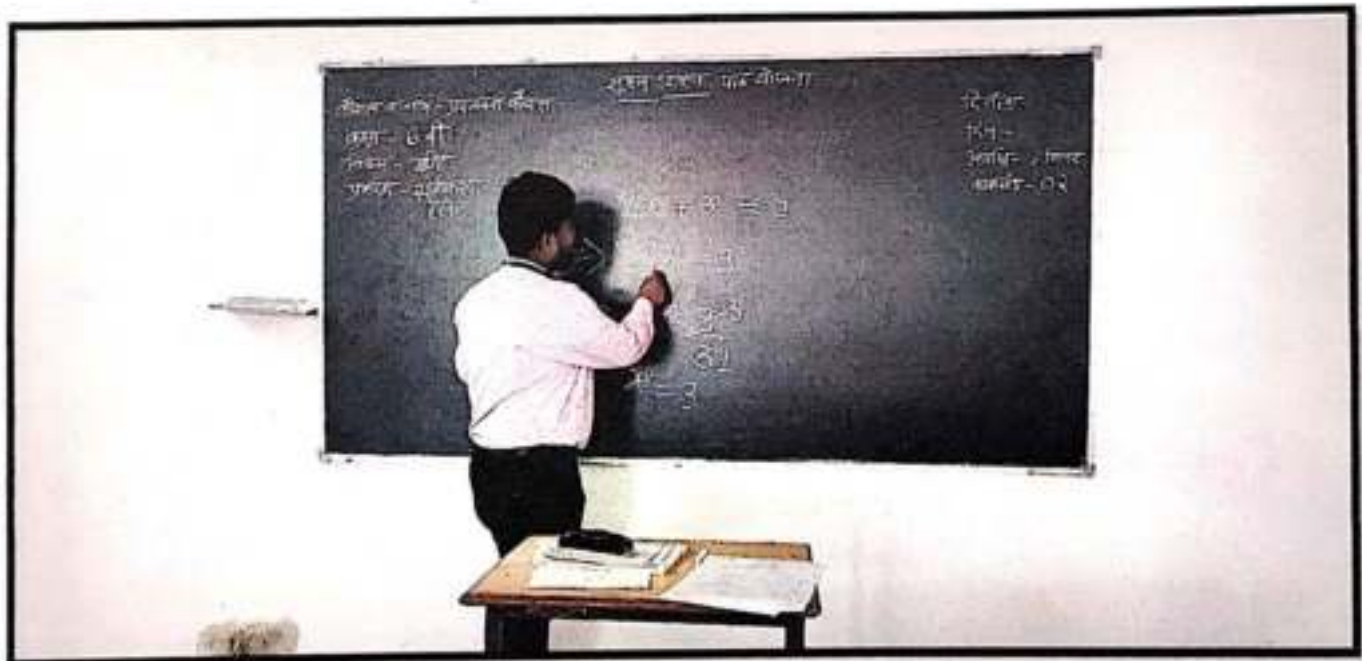
*R. Singh*  
Dr. Rita Singh  
Principal

Sandipani Academy  
Pendri (Masturi), Bilaspur (C.G.)

**Principal**  
**Department of Education**  
**Sandipani Academy**  
**Pendri (Masturi) Bilaspur (C.G.)**

**PEER FEEDBACK**

Date - 22/11/2022



*A. Singh*  
**Principal**  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

# सांदीपनी एकेडमी

पेन्डी (मस्तुरी) जिला - बिलासपुर (छ.ग.)

बिलासपुर विश्वविद्यालय, बिलासपुर (छ.ग.) से सम्बद्ध



बी. एड. - प्रथम वर्ष

सत्र... 2022-23

MICRO TEACHING COPY

प्रशिक्षार्थी का पूर्ण नाम

Narajata Patel

क्रमांक

वर्ग



**SANDIPANI**  
ACADEMY

# SANDIPANI ACADEMY

PENDRI (MASTURI), BILASPUR (C.G.)

## Micro Teaching

### Observation Schedule

कौशल का नाम :- प्रस्तावना कौशल

Name of the student teacher:- Kirti Tikariya  
 Date:- 22/11/2022 Class - 6th  
 Subject:- Science Duration - 3 minutes  
 Topic:- 'समय दो' Teach/Reteach - \_\_\_\_\_

S.No.	Components	Poor	Good	Excellent
1.	पूर्व ज्ञान संबंधी कथन एवं प्रश्न करना		✓	
2.	प्रश्नों एवं कथनों में शृंखला बद्धता होना			✓
3.	विषय के साथ प्रासंगिकता		✓	
4.	बच्चों में रुचि व ध्यान का विकास			✓
5.	छात्रों में उत्सुकता व प्रेरणा उत्पन्न करना		✓	
6.	अध्यापक की प्रभावशीलता			✓
	<b>Marks</b>			

छात्र अवलोकनकर्ता के हस्ताक्षर

Christi Thakore  
Shabnam Lalra  
आशीष नामक  
Ashok Kumar Yadav  
Prashant Vishwakarma

छात्राध्यापिका के हस्ताक्षर

R. Singh  
R. Singh  
 Principal  
 Department of Education  
 Sandipani Academy  
 Pendri (Masturi) Bilaspur (C.G.)



**Micro Teaching**  
**Observation Schedule**  
कौशल का नाम :- व्याख्या कौशल

Name of the student teacher:- Satish Bajare  
Date:- 20/11/22 Class - 7<sup>th</sup>  
Subject:- Science Duration - 5 min  
Topic:- जनरल Teach/Reteach - \_\_\_\_\_

S.No.	Components	Poor	Good	Excellent
1.	व्याख्या कवियों का उपयोग		✓	
2.	प्रारंभिक एवं समाहित कथन			✓
3.	छात्र बोध की जाँच			✓
4.	अनभिष्ट व्यवहार		✓	
5.	अप्रासंगिक कथन नहीं करना है		✓	
6.	उचित शब्दावली का अभाव			✓

छात्र अवलोकनकर्ता के हस्ताक्षर

- 1) Monica
- 2) रोशन
- 3) Ajay Kumar Sahu
- 4) Geeta Patilkar
- 5) Preeti Nirmalan

छात्राध्यक्षिका के हस्ताक्षर

*R. Singh*  
Principal  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)



**Micro Teaching**

**Observation Schedule**

कौशल का नाम :- श्यामपट कौशल

Name of the student teacher:- Preeti Nirmalkar

Date:- 24/11/22

Class - 8th

Subject:- Science

Duration - 5min

Topic:- 4 व्यास - री-लेखन

Teach/Reteach - \_\_\_\_\_

S.No.	Components	Poor	Good	Excellent
1.	लेख की स्पष्टता (a) अस्पष्ट अक्षर (b) अनुपयुक्त अक्षर (c) अक्षरों में उपयुक्त अंतराल (d) शब्दों में उपयुक्त अंतराल (e) अक्षर कक्षा के अंतिम छोर से स्पष्ट दिखाई दिए।		✓	
2.	श्यामपट कार्य स्वच्छता (a) वाक्य सीधी लाईन में नहीं (b) शब्दों का अत्यालेखन नहीं था (c) श्यामपट पर ध्यान आकर्षण हेतु इंगित (d) दो लाइनों के बीच अंतराल उपयुक्त (e) श्यामपट पर केवल आवश्यक एवं उपयुक्त विषय वस्तु का आलेख			✓
3.	श्यामपट कार्य की उपयोगिता (a) श्यामपट कार्य संक्षिप्त और स्पष्ट (b) श्रंगीन चॉक का उपयुक्त प्रयोग किया (c) मुख्य शब्दों व बिंदुओं का रेखांकन (d) चित्र रेखाचित्र उपयुक्त थे (e) पाठ प्रारंभ से पूर्व श्यामपट को साफ किया गया		✓	

छात्र अवलोकनकर्ता के हस्ताक्षर

- 1) रोशनी
- 2) Chandan Gawbhede
- 3) शुभानु-फिरो
- 4) Anamika

Preeti  
छात्राध्यापिका के हस्ताक्षर

R. Singh  
Principal  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)



SANDIPANI  
ACADEMY

# SANDIPANI ACADEMY

PENDRI (MASTURI), BILASPUR (C.G.)

## Micro Teaching

### Observation Schedule

कौशल का नाम :- प्रश्नोत्तर कौशल

Name of the student teacher:- Pushpalata Pushplatey

Date:- 22/11/22 Class - 6th

Subject:- Hindi Duration - 3 min

Topic:- "पृष्ठ" - समाप्त Teach/Reteach - \_\_\_\_\_

S.No.	Components	Poor	Good	Excellent
1.	पूर्व ज्ञान के कथन व प्रश्न पूछे गये		✓	
2.	संक्षिप्तता एवं स्पष्टता			✓
3.	प्रासंगिकता		✓	
4.	अनुबोधन		✓	
5.	क्रमबद्धता			✓
6.	अधिक सूचना प्राप्ति हेतु		✓	
7.	पुनर्केन्द्रण तकनीक		✓	
8.	पुनः निर्देशन			✓

छात्र अवलोकनकर्ता के हस्ताक्षर

1. Harshita Naite
2. Pooja Singh
3. Anjali Kumar
4. Sonam Singh
5. Reema

प्रधान्यापिका के हस्ताक्षर

Principal R. Singh

Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

**Micro Teaching**

**Observation Schedule**

कौशल का नाम :- प्रश्नोत्तर कौशल

Name of the student teacher:- Pushpalata Pushplata  
 Date:- 22/11/22 Class - 6<sup>th</sup>  
 Subject:- Hindi Duration - 3 min  
 Topic:- "दृष्ट" - समाप्ति Teach/Reteach - \_\_\_\_\_

S.No.	Components	Poor	Good	Excellent
1.	पूर्व ज्ञान के कथन व प्रश्न पूछे गये		✓	
2.	संक्षिप्तता एवं स्पष्टता			✓
3.	प्रासंगिकता		✓	
4.	अनुबोधन		✓	
5.	क्रमबद्धता			✓
6.	अधिक सूचना प्राप्ति हेतु		✓	
7.	पुनर्केन्द्रण तकनीक		✓	
8.	पुनः निर्देशन			✓

छात्र अवलोकनकर्ता के हस्ताक्षर

- 1) Harshika Naik
- 2) Priya Singh
- 3) Anjali Kumar
- 4) Sonam Singh
- 5) Reema.

प्रधान्या  
छात्राध्यापिका के हस्ताक्षर

  
 Principal  
 Department of Education  
 Sandipani Academy  
 Pendri (Masturi) Bilaspur (C.G.)

**Micro Teaching**  
**Observation Schedule**

कौशल का नाम :- पुनर्बलन कौशल

Name of the student teacher:- Aayushi  
Date:- 22/11/22 Class - 8th  
Subject:- Math Duration - 3 min  
Topic:- Trigonometry Teach/Reteach - \_\_\_\_\_

S.No.	Components	Poor	Good	Excellent
1.	विधेयात्मक शाब्दिक प्रबलन		✓	
2.	विषयात्मक अशाब्दिक प्रबलन		✓	
3.	नकारात्मक शाब्दिक प्रबलन	✓		
4.	नकारात्मक अशाब्दिक प्रबलन	✓		
5.	शिक्षक द्वारा छात्रों के द्वारा सही जवाब के श्यामपट में लिखा गया			✓
6.	शिक्षक द्वारा विभिन्न घटकों का गलत प्रयोग किया		✓	

छात्र अवलोकनकर्ता के हस्ताक्षर

- 1- Vinayak Patel
- 2- Tyoti Armo
- 3- Pooam Roopwani
- 4- Exif Mohammed
- 5- Ku Chandan

Aayushi  
छात्राध्यापिका के हस्ताक्षर

R. Singh  
Principal  
Department of Education  
Sandipani Academy  
Pendri (Masturi) Bilaspur (C.G.)

**Micro Teaching**  
**Observation Schedule**

कौशल का नाम :- दृष्टांत/उदाहरण कौशल

Name of the student teacher:- Reema

Date:- 22/11/22 Class - 6th

Subject:- Science Duration - 3 min

Topic:- मिट्टी के प्रकार Teach/Reteach - \_\_\_\_\_

S.No.	Components	Poor	Good	Excellent
1.	दृष्टांत सरल और सुगम थे।			✓
2.	दृष्टांत प्रासंगिक थे।		✓	
3.	दृष्टांत रोचक थे।	✓		
4.	इनका माध्यम समुचित था।		✓	
5.	छात्रों ने दृष्टांत दिये जो उसके बोध के सूचक थे।			✓
6.	दृष्टांतों की संख्या रुचि थी।		✓	

छात्र अवलोकनकर्ता के हस्ताक्षर

1. नेहा 21/11/22
2. Roshan Tinsley
3. Amol
4. Abhishek
5. Gayatri

छात्राध्यापिका के हस्ताक्षर

*Reema*

*R. Singh*  
Principal

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