



Seven Days FDP on “Enrichment of Personal and Professional Skills”

Day-1

Topic: Essential Skills in Teaching

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EDUCATION

**According to Swami
Vivekananda:**

**“ Education is the divine
manifestation of perfection
already exists in man.”**



AREAS OF EDUCATION

TEACHING

TRAINING

INSTRUCTION

TEACHING

Teaching refers to activities that are designed and performed to produce change in student (pupil) behaviour.
Clarke (1970)

Teaching is defined as an interactive process, primarily involving classroom talk which takes place between teacher and pupils and occurs during certain specified activities.

Edmund Amidon (1967)

NATURE AND CHARACTERISTICS OF TEACHING



Teaching is a complex activity

Teaching is both Art as well as Science.

Teaching is a professional and interpersonal relationship

Purposeful and planned activity.

Process of communication and interaction

Have various forms and styles.

A specialized task comprising of different teaching skills.

SKILL

The ability to do something well with perfection, especially because of training, practice, etc



Essential Skills in Teaching

Discipline Skill:

Discipline is an important skill that you should possess as a teacher to be labeled as effective. A vital component of effective classroom management, your discipline ensures that positive behaviour is encouraged inside classrooms.



Classroom Management Skill

Good classroom management skills start with setting certain ground rules to stress the importance of classroom dignity.

MANAGING A CLASSROOM

27 ideas about how to manage a classroom

Lead

Lead the class. Your mantra is, "I am the teacher. I am the teacher. I am the teacher."

Practice

Practice consistency. If the rules are set, follow through with the consequences.

Engage

Engage the students in creating a "Best Practices" policy for the classroom (aka class rules).

Demonstrate

Demonstrate acceptable behavior. Treat the students with the same respect you demand.

Play

Play a game to demonstrate the need for rules. Divide the class into groups. Play Scrabble. 1/2 of the group plays by the rules, the other 1/2

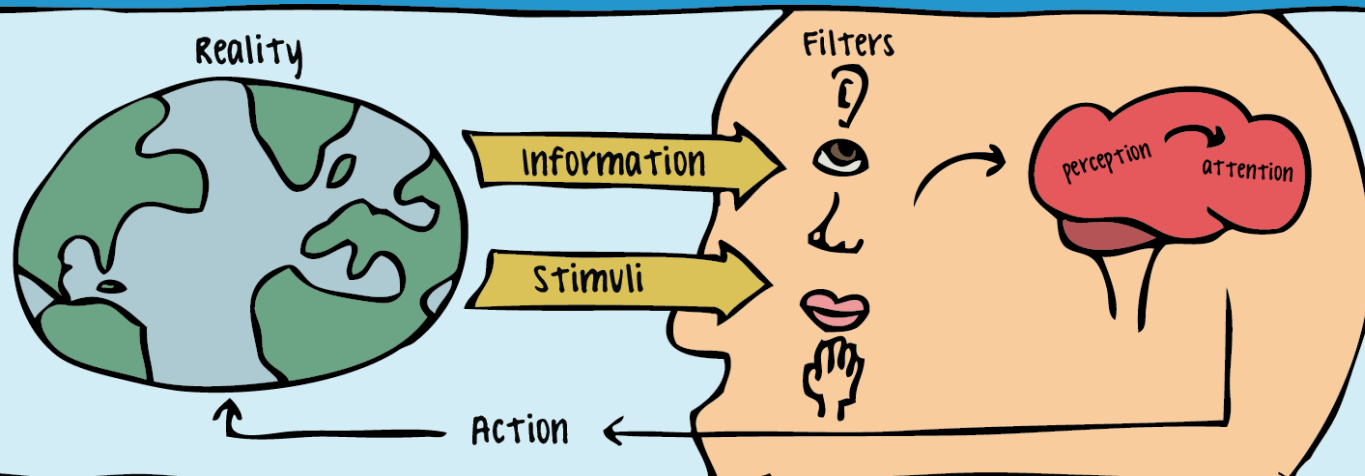
Switch

Switch activities if the students get out of control.

Observation Skill

It is the prime responsibility of teachers to have a thorough understanding about the cognitive, emotional and social development of students. Here, observation is the key skill that every teacher should possess to become an effective tutor.

HOW INFORMATION IS PROCESSED IN THE BRAIN



Student Engagement Skill

Developing a strong rapport with students is one of the best ways to ensure your students are engaged in the class. Show genuine interest in them and their interests. Be receptive to their queries and ideas.



Strong Communication with Parents

An effective teacher is also expected to communicate with the parents of their wards. When you begin to constantly interact with parents, you will be able to bridge the gap between what is happening in institution to what is expected from a particular student.



Subject Matter Expertise



Every teacher comes with a specific specialization, teaching experience. When teachers demonstrate a high-level of subject matter expertise, students will be encouraged to pose questions with a belief that they will be clarified then and there. This overall knowledge about the subject you have chosen to teach will thus pave the way for interesting classroom sessions.

Time Management

Effective time management skills are vital for providing quality education to students while also meeting the specific learning needs of each student.

6 TIPS FOR TIME MANAGEMENT



Clear Planning Skills

STRATEGIES TO TEACH PLANNING SKILLS



TARGET THE KEY SKILLS
FIRST.



USE VISUAL SCHEDULES
AND SUPPORTS.



COLLECT BASELINE
INFORMATION.



FIND MOTIVATION AND
COMMON GROUND.



REGULARLY STEP BACK
TO RE-EVALUATE.



CREATE A
SMART GOAL.



FOCUS ON SUCCESSSES.



SURROUND YOURSELF
WITH SUPPORT.

You should be able to clearly plan what the objective for each class is. Planning ahead of time allows you as a teacher to be more confident about what you are going to teach each time you are in a class.

Always remember

Passion & Positivity

you have within you

Maintaining a positive attitude is also very important, as you are a role model for your students. Your attitude towards each student will reflect in the way they behave and grow.

STRENGTH

5 HABITS for POSITIVE LIVING

1. *Believe in yourself.*
2. *Help someone in need.*
3. *Live your passion.*
4. *Get daily inspiration.*
5. *Be honest.*

MARIET TUBMAN



Patience

Managing a classroom full of students is not the easy job. There are going to be few students who would test your patience. But, if you lose your nerves during such testing times, it can produce only negative outcomes. By being patient and working with troublesome students individually, you would be able to improve your classroom atmosphere effectively.



Be a Team Player

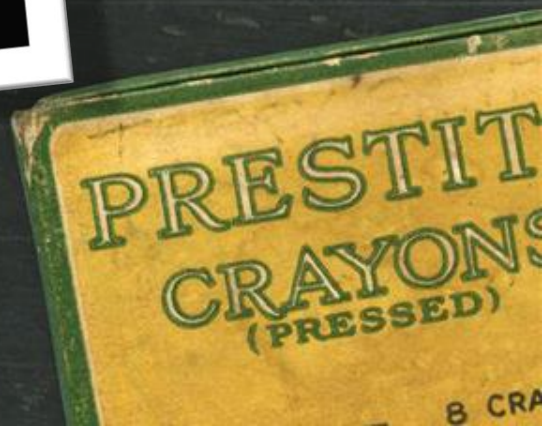
Students would love to have teachers who are friendly and understands them. Rather than forcing students to learn by disciplining, working with your students as a team would help them have fun while learning.



Key Takeaways

To be an effective teacher, you should be able to motivate and support students so that they are well-equipped to deal with any challenges life throws at them both academically and otherwise. With all the above skills in place, you will invariably take on the title of an effective teacher who inspires students in more ways than one.







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