



\* Index \*

S.No	Particular Activity	College/ School society	Page no:-
1.	Micro-Teaching	C	02-05
2.	Motivation Skill	C	06-07
3.	Explanation Skill	C	08-09
4.	Black-Board Skill	C	10-11
5.	Question Skill	C	12-13
6.	Reinforcement Skill	C	14-15





## Micro Teaching

### Introduction of Micro-Teaching:-

It was first introduced in 1961 by Dwight W. Allen, Robert Bush and Keith Johnson in Stanford University.

In 1963 it was introduced in the teaching programmes after a research.

This Micro-teaching is a training procedure aiming at simplifying complexities of a regular teaching process.

### Definitions:-

D.W. Allen (1966):- Micro teaching is the 'scale down teaching in shorter class and time'.

Allen and Eve (1968):-

Micro teaching is the system controlled practice that is possible to concentrate on specific teaching behaviour and to practice teaching under controlled conditions.

Qualities of the Micro-teaching:- Micro teaching are having various qualities

1. One skill is used in one time.
2. 5-10 students are taught.
3. The time for teaching is 5-10 minutes.
4. It is a Peer Teaching.





## Characteristics of Micro-Teaching

- \* Micro teaching is a new innovation in training Programme for the Teacher.
- \* Micro teaching give training in Pre-teaching skills and Post teaching skills.
- \* Micro teaching change in time; Strength observation techniques; Skill; Topic; Feed Back etc.

## Objectives of Micro-Teaching:-

- \* To help students; Learners to Acquire new teaching skill under controlled conditions.
- \* To utilize the capabilities of teacher trainee in giving necessary feedback.
- \* To Provide more benefit in less time, cost and with the less resource.

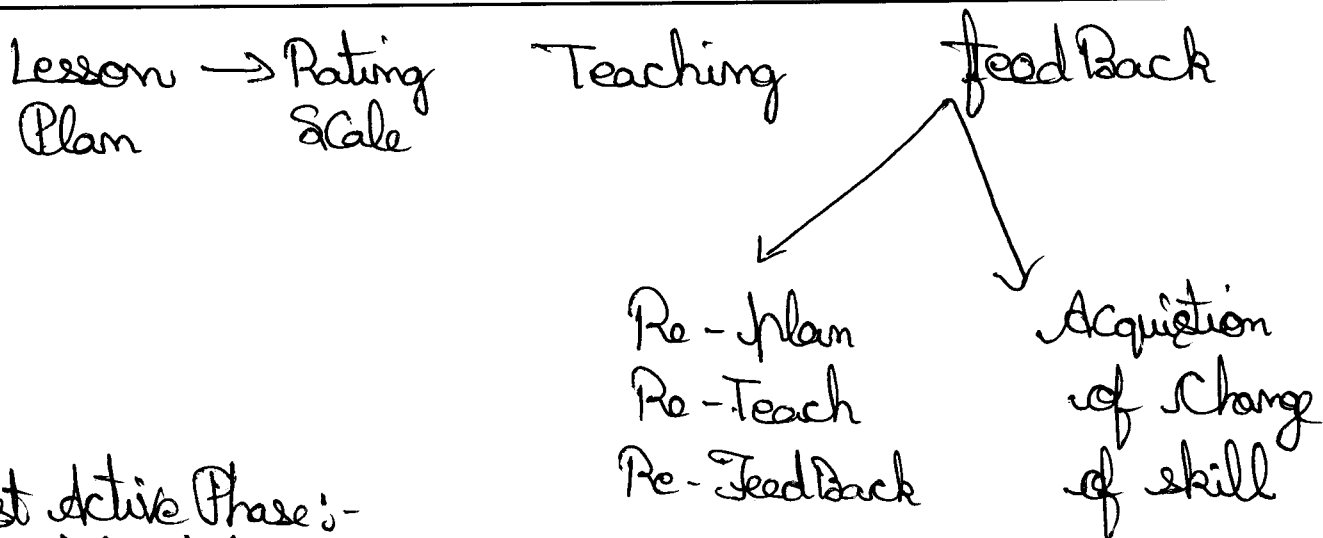
## The Three Phases in Micro-Teaching

Pre-Active Stage:- It is also called as "Knowledge Acquisition Phase and Modeling Phase".

Preparation of Micro teaching lesson is also called as Planning stage.

2. Interactive Stage:- It is also called as "Skill Acquisition Phase".

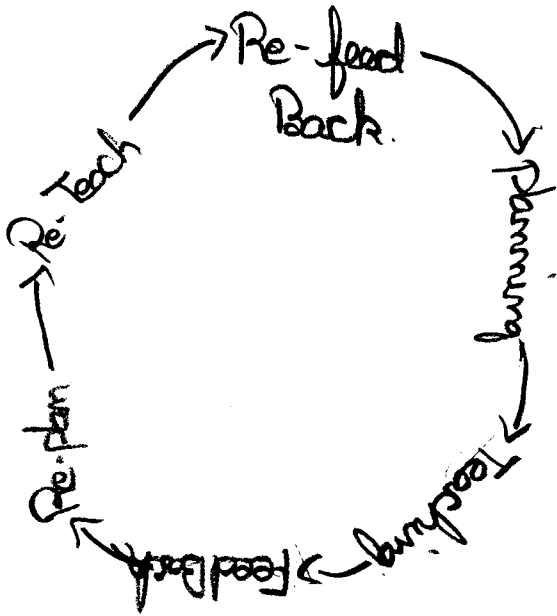
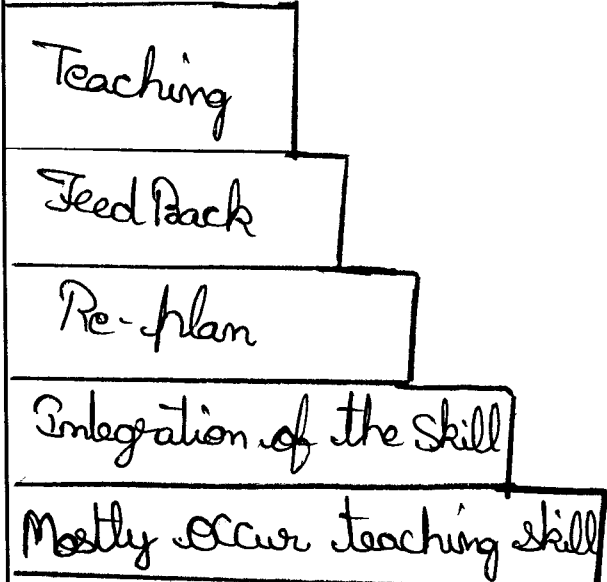




Post Active Phase:-

It is called as feedback session (or) Transmission Phase  
It tries to combine all skills & changes higher way of

Teaching:  
Planning |



Limitations of Micro Teachings -

- \* Micro importance is given to the Skill than the Subject matter
- \* Student teachers trained to teach 5-10 student may not be trained for more students
- \* Not all skills can be Acquired During the Micro Teaching Process.





Reinforcement Skill:- In reinforcement skill use of Praise words like good; Very good; fine yes; you correct; Welcome Right; Excellent you have done well are to be used.

Black Board Skill:-

B- Be kind and use me

L- Lay out the plan in Advance

A- Arrangement of Black Board LAG

LAG → L- Light; A- Angle; G- Globe.

C- Check (CEC) C- Chalk (with colour) E- Eraser (Duster)

C- Case (Painter)

Holding the Chalk:- The chalk should be held between the first 3 fingers and the 2 fingers are the base of 3rd finger.

Rating Scale

S.No	Components	Tallies	Rating Scale
1.	Desirable		0 1 2 3 4
2.	Undesirable		0 1 2 3 4

Marking Scheme

S.No	Marking Scheme	Interpretation
0	4 or more Mistakes	Very Poor
1	3 Mistakes	Poor
2	2 Mistakes	Average
3	1 Mistakes	Good
4	No. Mistakes	Very good
5	Extra Ordinary	Excellent





Motivation Skill

Preliminary Information - Teach

- ① Name of the Micro Teacher: - [unclear]
- ② Name of the Supervisor : - M. Srinivasa Rao
- ③ Name of the School : -
- ④ Class : - VII<sup>th</sup> Standard
- ⑤ Subject : - Biology
- ⑥ Date : -
- ⑦ Time : - 5-10 Minutes
- ⑧ Topic : - Respiratory in Organisms
- ⑨ Strength : - 5

S.No	Teacher's Activity	Pupil Activity	Black Board
1.	Name the End Products of Anaerobic Respiration in Yeast?	The End Products are Ethyl Alcohol; CO <sub>2</sub> ; Energy	Respiratory in the Organisms
2.	Name the Organism that can survive in absence of O <sub>2</sub> ?	Yeast	
3.	Where do Cellular Respiration takes Place?	Takes place in all cells of Organisms.	
4.	How many types of Respiration's are there?	O <sub>2</sub>	
5.	Which Acid is Produced in the glucose?	Lactic Acid is Produced in Glucose.	





Observation Cum  
Rating Scale

- ① Name of the Micro Teacher :- *[Handwritten Name]*
- ② Name of the Supervisor :- *Sumitra Rao*
- ③ Roll No :-
- ④ Class :-
- ⑤ Date :-
- ⑥ Strength :-
- ⑦ Time :- 5-10 Minutes
- ⑧ Topic :- Respiratory <sup>in</sup> Organisms
- ⑨ Skill :- Motivation
- ⑩ Teach/Retach :- Teach

S.No	Components	Tallis	Rating Scale
1.	Teacher uses Previous Knowledge		0 1 2 3 4
2.	Sequential Questioning		0 1 2 3 4
3.	Almost every question of teacher was follow by correct response.		0 1 2 3 4
4.	Topic Declaration with the help of Pupil.		0 1 2 3 4
5.	There were instance of lacking continuity		0 1 2 3 4
6.	Irrelevant Questioning		0 1 2 3 4
7.	Self Declaration of the Topic		0 1 2 3 4





## Explanation Skill

### Preliminary Information Teach

- ① Name of the Micro teacher :- *[Signature]*
- ② Name of the Supervisor :- M. Srinivasa Rao
- ③ Name of the School :- *[Signature]*
- ④ Class :- VII<sup>th</sup>
- ⑤ Subject :- Biology
- ⑥ Date :-
- ⑦ Time :- 5-10 Minutes
- ⑧ Topic :- Respiration in Organisms
- ⑨ Strength :- 5

### Content

Breathing means taking in air rich in ~~oxygen~~ oxygen and gives out air rich in the Carbon-Dioxide through by Both Inhalation and Exhalation Process (in Diaphragm)

S.No	Teacher Activity	Pupil Activity	Blackboard Work
1.	What is Another name for Inhalation & Exhalation?	Inspiration and Expiration	It takes Place in Lungs
2.	Why do Muscles Contract During Inspiration?	While expanding Ribs become upward and Forward	It takes Place in
3.	What is Mean by Diaphragm?	A large muscular sheet called Diaphragm.	Lung's only during
4.	Where do Breathing occurs in the Diaphragm	It occurs in the Rib Cage	Breathing Process.







# Blackboard Skill

## Preliminary Information Teach

- ① Name of the Micro Teacher: - *[Faint handwriting]*
- ② Name of the Supervisor: - M. Srinivasa Rao
- ③ Name of the School: -
- ④ Class: - VII<sup>th</sup> Standards
- ⑤ Subject: - Biology
- ⑥ Date: -
- ⑦ Time: - 5-10 Min
- ⑧ Topic: - Respiration in Organisms
- ⑨ Strength: - 05

Teacher Activity	Pupil Activity	TLM	Blackboard Work
<p>Draws the Diagram and Writes Definition on the Black Board</p>	<p>Observer Carefully</p>		<p><u>Respiration in Organisms</u>                  The Nasal Cavity                  Oral Cavity                  Pharynx                  Trachea                  Lungs                  Ribs                  Diaphragm</p>





## Observation cum Rating Scale

- ① Name of the Micro teaching :- *[unclear]*
- ② Name of the Supervisor :- M. Srinivasa Rao
- ③ Roll No :- *[unclear]*
- ④ Class :- VII<sup>th</sup> Standard
- ⑤ Date :- *[unclear]*
- ⑥ Strength :- 05
- ⑦ Time :- 5-10 Min
- ⑧ Topic :- Respiration in Organism
- ⑨ Skill :- Black Board Teaching
- ⑩ Teach/Re-Teach :- Teach

S.No	Components	Tally	Rating Scales
1.	Legibility of Hand Writing		0 1 2 3 4
2.	Neatness in Black Board Work		0 1 2 3 4
3.	Appropriateness of Written Work on Black Board		0 1 2 3 4
4.	Standing Place of Teacher		0 1 2 3 4
5.	Wiping Top to Bottom		0 1 2 3 4
6.	Stretching Hand While Wiping		0 1 2 3 4
7.	Zig-Zag Writing		0 1 2 3 4
8.	Facing toward Black Board		0 1 2 3 4
9.	Zig-Zag Wiping		0 1 2 3 4





## Questioning Skill

### Preliminary Information Teach

- ① Name of Micro Teacher: - *[Handwritten Name]*
- ② Name of the Supervisor: - M. Sriniksha Rao
- ③ Name of the School: -
- ④ Class: - VII<sup>th</sup>
- ⑤ Subject: - Biology
- ⑥ Date: -
- ⑦ Time: - 5-10 Min
- ⑧ Topic: - Respiration in Organisms
- ⑨ Strength: - 05

Content

Breathing in other Animals such as Elephants; Lions; Cows; Goats; Frogs; Lizards; Snakes; Birds have lungs in their chest cavities like the Human Beings.

S.No	Teacher Activity	Pupil Activity
1.	Locust has small openings what is it known as?	Spiracles
2.	How the Carbon Dioxide (CO <sub>2</sub> ) Passes gases in Locust?	Through Tracheal tube
3.	How the Fish takes oxygen in water?	Gills
4.	What is the functioning of the Gills in Fishes	It supplies Blood vessels for exchange of gases.





## Observation cum Rating Scale

- ① Name of the Micro Teacher: - *[Handwritten Name]*
- ② Name of the Supervisor: - M. Srinivasa Rao
- ③ Roll No: -
- ④ Class: - VII<sup>th</sup>
- ⑤ Date: -
- ⑥ Strength: - 05
- ⑦ Time: - 5-10 Min
- ⑧ Topic: - Respiration in Organisms
- ⑨ Skill: - Questioning Skill
- ⑩ Teach/Re-Teach: - Teach

S.No	Components	Tally	Rating Scale
1.	Ask simple question		0 1 2 3 4
2.	Question in Sequential order		0 1 2 3 4
3.	Receiving further information		0 1 2 3 4
4.	Relevant to the Topic		0 1 2 3 4
5.	Complex questions		0 1 2 3 4
6.	Refusing further information		0 1 2 3 4
7.	Non-Structure for student Responses		0 1 2 3 4





# Reinforcement Skill

## Preliminary Information Teach

- ① Name of the Micro Teacher: - *[Handwritten Name]*
- ② Name of the Supervisor: M. Srinivasa Rao
- ③ Name of the School: -
- ④ Class: - *VII<sup>th</sup>*
- ⑤ Subject: - Biology
- ⑥ Date: -
- ⑦ Time: - 5-10 Minutes
- ⑧ Topic: - Respiration in Organisms
- ⑨ Strength: - 05

S.No	Teacher Activity	Pupil Activity	Reinforcement
1.	Leekroach has small openings What is it known as?	Spiracles	Good
2.	How the Carbon Dioxide Passes the Gases in Leekroach	Through it's Tracheal Tube's	Very good
3.	How the fish takes $O_2$ in the Water?	Gills	Good
4.	What is the Functioning of the Gills in Fishes?	It supplies Blood Vessel's from the Exchange of Gases	Excellent





Observation - Sum  
Rating Scale

- ① Name of Micro-Teacher: -
- ② Name of the Supervisor: M. Srinivasa Rao
- ③ Roll No: -
- ④ Class: - VII<sup>th</sup>
- ⑤ Date: -
- ⑥ Strength: - 05
- ⑦ Time: -
- ⑧ Topic: - Respiration in organisms
- ⑨ Skills: - Ref Reinforcement Skill
- ⑩ Teach/Re-Teach: - Teach.

S.No	Components	Tallis	Rating Scale
1.	Use of Praise words		0 1 2 3 4
2.	Summarizing Pupil response		0 1 2 3 4
3.	Writing Pupil Response on the Black Board		0 1 2 3 4
4.	Use of Gestures		0 1 2 3 4
5.	Changing interactional style		0 1 2 3 4
6.	use of Discouraging words		0 1 2 3 4
7.	use of Sarcastic words		0 1 2 3 4
8.	No Gestures		0 1 2 3 4

