

2.4.10 Nature of internee engagement during internship consists of

Trainees went to the Internship Program in School of excellence as per guidelines of IITE

For Internship program School was also assigned by IITE University.

According to IITE Students have to give eight lecture compulsory four in each method.

And in this lecture one lecture is gave by using ICT in both method.

When students needed trainee also mentoring children of school.

In school coordinator and principal prepared timetable for the Intern and Interns have to follow that.

Intern also provide counselling to weak students for their better development.

School also arranged Parents Teacher Meetings for the Students and as an intern trainee have to take part in this and also try to convey parents about their children good and bad things.

In this Internship program trainee also have to check assignments and unit test paper which was conducted every Saturday in school. For evaluation of student this thing is very essential. And for trainee this is very important to learn how to check test paper.

Intern also have to arrange one cultural program in their school. For that intern have to prepare dance of students, songs, Drama, speech and etc. for performance and all arrangements of program managed by trainee themselves.

College provide list to trainee for their internship work.

Evaluation list of co-curricular activities under internship

Name of co-curricular activities

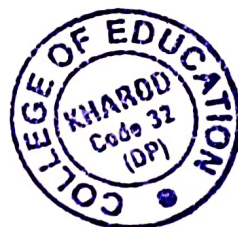
The format of marks for each activity conducted in the internship and marks is also given by principal of school on the based of trainee performance.

Sr no	Name of co-curricular activities	Marks out of 10	Convert 150 marks in 20 marks
1.	Log Book		
2.	Student's Attendance sheet		
3.	Shala Calender		
4.	Monthly Courses		
5.	Administrative observation Note		
6.	Two Classroom Activities		
7.	Extracurricular social Activities(Cultural)		
8.	Case Study, Action Research Work and Book Review		

9.	Essay, Maps, Supplementary, Assignments, Projects, Classwork Notebook Checking		
10.	Parents Meeting		
11.	Smart work through ICT & Computer		
12.	Social Activities		
13.	Continuous Comprehensive Evaluation of Five students		
14.	Meeting with Coordinator and Principal		
15.	Another Activities		
	Total		

Index of Task to be done during Internship

Sr No	Details
1	Trainee Attendance Sheet
2	Details of lessons given by the trainee
3	Log Book (Daily Planning)
4	Unplanned Lessons
5	Lesson Observation sheet
6	Lesson Observation notes
7	Attendance Sheet of students
8	School Calendar
9	Monthly course
10	Administrative observation note
11	Other work
12	Report of two Activities conducted by the Trainee
13	Collective (extra school) Activities Cultural/Sports Report organized by the trainee
14	Brief Report of Case Study work done by the Trainee
15	Brief Report of Action Research work done by the Trainee
16	Brief Report of Book Review work done by the Trainee
17	Brief Report of checking of Essay/Map/Assignments/Practical general/Supplementary/classwork notebook done by the Trainee
18	Brief Report of Evaluation work done by the Trainee
19	Brief Report of Parents Meeting work done by the Trainee
20	Brief Report of teaching activities through ICT and Computers
21	Brief Report of Social Activities carried by the Trainee
22	Five Students comprehensive collection sheets
23	Brief Report of the visit of the Administrator/principal Teacher
24	Brief Report of the internship program undertaken by the trainee
25	Feedback to the trainee from the Principal
26	Duties of a teacher



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