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(Jain Minority)

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**Best Practices
2016-17**

Title of the practice: Development of Curriculum Laboratories

1. The context that required initiation of the practice:

This is an information age. There are many new technologies emerging every day. In the B.Ed. course the major thrust is on pedagogy subjects which has direct link with school subjects. The practice teaching is the key aspect of B.Ed. course. In practice teaching the students should be able to make the use of different teaching aids and modern technologies to optimum extent. Accordingly so as to make the student teachers competent and proficient it is necessary that he/she must get maximum support while planning the practice lessons. The B.Ed. curriculum mainly focuses on new trends and approaches in education field. To enhance the quality of teaching various resources are necessary and in accordance with that the institution has initiated in development of various curriculum laboratories. The student teachers are required to make optimum use of these laboratories and resources in their practice teaching and other practicum.

2. Objectives of the practice:

1. To enable the student teachers to get familiar with the various instructional material and resources available in curriculum laboratories
2. To enable the student teachers to know the importance of various instructional resources for strengthening teaching learning process.
3. To ensure the overall preparedness of the student teachers to make use of the resources.
4. To enable the student teachers to become proficient in using the instructional material and resources in practice teaching
5. To ensure the quality sustenance in curriculum transaction.

3. The Practice:

Following activities are arranged under Development of Curriculum laboratories: Initiatives for development of Mathematics/Science laboratory, Social science laboratory, Language laboratory, ET/IT laboratory and Psychology laboratory so as to meet the pedagogy studies in curriculum and the electives studies. Orientation about the different instructional material and resources available in the curriculum laboratories Orientation about usefulness of different resources in various situations Guidance & motivation to every student teacher for using the laboratory resources to maximum extent for their practice lessons and other practicum.

4. Obstacles faced if any and strategies adopted to overcome them:

The laboratories are developed in planned manner and enriched with lot of resources hence no obstacles are faced by the institution as such.

5. Impact of the practice:

Student teachers have become competent to use the resources from laboratory in their teaching.

- Student teachers get aware of the expectations of the institute.
- Student teachers have become more sensible towards the usage of teaching aids and Other instructional material.
- It has improved the performance of student teachers in practice lessons and other practicum

6. Resources required:

Various instructional material and other resources. Need for maintenance and updating of curriculum laboratories.

7. Contact person for further details:

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Title of the practice: Systematic Management of Financial Resources

1. The context that required initiation of the practice:

The institution's progress depends upon educational, administration and financial management process. The planned budget has been prepared in consultation with the management and departmental heads. The institution development base is its financial management. Institution kept its financial management is transparent and decentralized.

2. Objectives of the practice:

- 1) To enable the institution to keep its financial transactions transparent.
- 2) To enable the institution to maintain systematic financial work culture.
- 3) To enable the institution to decentralized the financial management.
- 4) To enable the institution to keep financial management up to date.

3. The Practice:

The following activities are done for Systematic management of financial resources: The financial software is made available for the office staff. Prepare the budget at the beginning of the financial year. Maintain the record of day to day financial transactions. The purchase committee is established in the institution. The separate purchase committee is also established for UGC funding in the institution. The management takes review of financial transactions every week. The internal audit is done regularly by the institution. The external audit is also done regularly by the institution.

4. Obstacles faced if any and strategies adopted to overcome them:

No obstacles are faced by the institution.

5. Impact of the practice:

The institutional financial transactions become smooth. The institutional financial transactions made promptly and accurately with the help of software. The institutional financial transactions are more transparent and systematic. The record of the financial transactions is systematically maintained.

6. Resources required:

Government and Private auditors, Office financial software.

7. Contact person for further details:

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PHOTO GALLERY



LANGUAGE LABORATORY

ICT LABORATORY



SCIENCE LABORATORY

SOCIAL SCIENCE LABORATORY



EDUCATIONAL PSYCHOLOGY LABORATORY



INSTITUTIONAL OFFICE