

CENTRE FOR DISTANCE AND ONLINE EDUCATION
(CDOE)
THE UNIVERSITY OF BURDWAN



PROGRAMME PROJECT REPORT
FOR

DEPARTMENT OF EDUCATION (B.Ed.)

2024-2025

US
22/05/24
ASSISTANT PROFESSOR
DEPT. OF EDUCATION (B.ED)
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Programme Project Report (PPR) for B.Ed. Under Distance Mode

The University of Burdwan, a public university located in PurbaBardhaman, West Bengal, was established by the west Bengal Government as A teaching and affiliating University on 15th June, 1960. way back in 1994 when, the Higher Education Department Govt. West Bengal was searching for a State-aided University who would like to introduce Distance/ Correspondence Education in the State and the University of Burdwan was the first to shoulder the responsibility. In a meeting of the Advisory Committee of the Vice-Chancellors of all state aided universities of West Bengal held on 27.10.1993, it was decided that the University of Burdwan will introduce Correspondence Courses (Vide letter no. 96(2)-Edn (U)/ 1U(C)-14/92,dated: 22.02.1994). Accordingly, the University of Burdwan readily accepted the proposal to introduce the P.G courses through correspondence mode. In the 21st meeting of the Executive Council (1993-1994)of Burdwan University[held on 30th may 1994 vide Item no. 333 A.O.M (8)],it was resolved that The university of Burdwan in accordance with its Act, Statutes, Ordinances, Rules and Regulations and with the approval of the State Govt. offered through Distance mode P.G. Courses leading to M.A./M.Com. Degrees with six programmes, viz.,Bengali, English, History, Political Science, Philosophy and Commerce. Later,B.Ed. Programme under distance mode was introduced from the academic session 2014-2016 with the NOC of DEB (Vide no. DEC/WB/BU/2008/20027 dated: 19.02.2013) and recognized by the competent authority (NCTE) vide no. ERC/7-170.6.42/NCTE/B.ED. (Open and Distance Learning System)/2014/24431 dated. 03.03.2014. Further, on the basis of the online application NCTE Recognized our Programme vide no. ERC/NCTE/APP2090/B.ED. (Open and Distance Learning System)/2015/32653 dated. 31.05.2015.

OVERVIEW OF THE PROGRAMME PROJECT REPORT (PPR) FOR B.Ed.

This Programme Project Report of the Centre for Distance and Online Education (CDOE), The University of Burdwan, is a document prepared for the approval of the B.ED. Programme (Distance Mode). It includes the details of:

- Programme's mission & objectives
- Relevance of the program with HEI's Mission and Goals
- Nature of prospective target group of learners
- Appropriateness of programme to be conducted in Open and Distance Learning mode to acquire specific skills and competence
- Instructional Design
- Procedure for admissions, curriculum transaction and evaluation
- Requirement of the laboratory support and Library Resources
- Cost estimate of the programme and the provisions

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i) Quality assurance mechanism and expected programme outcomes This document defines specific aims and objectives for the B.Ed. Programme. These aims and objectives demonstrate what has been planned and achieved so far and its future development.

1) Programme Mission and Objectives:

B. Ed programme plays a vital role for strengthening skills and capabilities for the teachers. A large number of educational institutes of India exclusively dealing with teacher education development. But considering the vastness of demand more options are to be tried and so that each and every child get the benefit of education through qualified teachers. This programme of DDE, B.U aims at developing the understanding the competencies required by a teacher for effective teaching learning process at the secondary stage. It enables the teachers to select and organize learning experiences according to the requirements of the learner.

- To develop skills required in selecting organized instructional design and strategies for effective teaching.
- To develop skills required in selecting and organizing learning experiences.
- To develop skills involved in selecting developing and using evaluation tools.
- To acquire knowledge and develop an understanding of various aspects of school management.
- To develop competencies for organizing various instructional and student support activities.

2) Relevance of the Programme with HEI's Mission & Goals:

The role of the teacher is very important and crucial among all of the functionaries of teaching and learning in the domain of inclusiveness of classroom and the millennium goal stated by UNESCO "Education for All". Teacher has to fulfill the diverse and special needs of the learner as they come from heterogeneous social background. Therefore, without comprehensive continuous quality training of teachers it is just a dream to reach this target of "Education for All" with quality. A vast chunk of teachers need quality training to fulfill the dream of mass education. But in our country it is quite impossible in the conventional way of teacher education. Therefore, with the help of ICT in the form of open and distance will be the appropriate way to reach the unreached for proper training.

3) Nature of Prospective Target Group of Learners:

As per Regulations of NCTE before 2015, any graduate at least two years teaching experience may be apply for B.Ed. Education under distance mode. As per merit list the candidates are admitted the programme. After the revised Regulations of NCTE the following candidates are eligible if they have (for both Freshers & In-service):

a) Diploma in Pre-School Education (DPSE) or b) Diploma in Elementary Education (PTT) or

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- c) Bachelor of Elementary Education (B.El.Ed.) or
- d) Diploma in Physical Education (D.P.Ed.) or
- e) Bachelor of Physical Education (B.P.Ed.) or
- f) Diploma in Elementary Education (D.El.Ed.) or
- g) Diploma in Arts Education (Visual Arts/Performing Arts)
- h) Candidates with at least 45% marks at Under Graduate Level.
- i) Reservation and relaxation in marks as per norms.
- j) Candidates who have complete D.EL.ED. in (2 years) under ODL mode and Montessori are not eligible for this programme.

4. APPROPRIATENESS OF PROGRAMME TO BE CONDUCTED IN OPEN AND DISTANCE LEARNING MODE TO ACQUIRE SPECIFIC SKILLS AND COMPETENCE:

This programme intends to build a greater connectivity and network of knowledge among institutions of higher education with a view of making higher education accessible to a larger mass of learners of the country. Besides bridging up the education gap it also intends to increase employability of its target group.

B.Ed. Academic Calendar:

Under Distance Mode B.Ed. Programme(1st Year)

SL. No	Date / months	Duration	Activities / Programme
1.	March	1 Months	Preparation of Text for Adv. (Admission)
2.	April	Do	Adv. for Admission
3.	June	Do	Preparation of Merit list for Admission
4.	July - Aug	2 Months	Admission to the course
5.	1 st Sept-31 st Oct	Do	Preparation of List of Candidates
6.	Do	Do	Grouping of Candidates

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7.	Do	Do	Distribution of Study Materials & Time table
8.	Oct – Nov	Do	Selection of Faculty for P.C.P
9.	Do	Do	Appointment for P.C.P
10.	Do	Do	Intimation to the Candidates for P.C.P
11.	Dec – Mar (Next year)	4 Months	Conducting Programme for P.C.P (As per schedule.)
12.	April	1 Month	Preparation of workshop (W.S) planning.
13.	Do	Do	Selection of Topic for W.S. (Schedule of W.S.)
14.	Do	Do	Selection of resource person (W.S.)
15.	May-June	2 Months	Conducting workshop
16.	June	1 Month	Assessment on Workshop
17.	Do	Do	Collection of Marks on Workshop.
18.	April	Do	Preparation of Final exam.
19.	Do	Do	Selection of Examiners and paper setters
20.	May	Do	Collection of Papers from paper setters.
21.	May	Do	Moderation of Papers.
22.	May/June	Do	Preparation of exam schedule
23.	Do	Do	Selection of Exam center
24.	July	Do	Conducting Final Examination.
25.	August	Do	Assessments of Scripts.
26.	September	Do	Announcement of results.

(2nd Year)

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SL. No	Date / months	Duration	Activities / Programme
1.	July - Aug	2 Months	Registration to the course
2.	1 st Sept-31 st Oct	Do	Preparation of List of Candidates
3.	Do	Do	Grouping of Candidates
4.	Do	Do	Distribution of study Materials & Time table.
5.	Oct – Nov	Do	Selection of Faculty/ Resource person for P.C.P
6.	Do	Do	Appointment for P.C.P
7.	Do	Do	Intimation to the Candidates for P.C.P
8.	Dec – Jan (Next year)	2 Months	Conducting Programme for P.C.P
9.	February	1 Month	Preparation of practice Teaching Programme.
10.	Do	Do	Selection of Schools.
11.	Do	Do	Preparation of list for student-teachers.
12.	March	1 Month	School Contact.
13.	Do	Do	Selection of Mentors.
14.	March-April	2 Months	Practice Teaching Observation Programme in Schools.
15.	April	1 Month	Final Teaching.
16.	Do	Do	Preparation of Final Teaching Schedule.
17.	Do	Do	Selection of Experts for Final Teaching.
18.	Do	DO	Sending Appointment to the Experts.
19.	Do	DO	Conducting Final Teaching and collection of Marks.
20.	April	1 Month	Preparation of workshop planning.
21.	Do	Do	Selection of Topic for W.S.
22.	Do	Do	Selection of resource person


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23.	May-June	2 Months	Conducting workshop
24.	June	1 Month	Assessment on Workshop
25.	Do	Do	Collection of Marks on Workshop.
26.	April	Do	Preparation of Final exam.
27.	Do	Do	Selection of Examiners and paper setters
28.	May	Do	Collection of Papers from paper setters.
29.	May	Do	Moderation of Papers.
30.	May/June	Do	Preparation of exam schedule
31.	Do	Do	Selection of Exam center
32.	July	Do	Conducting Final Examination.
33.	August	Do	Assessments of Scripts.
34.	September	Do	Announcement of results.

❖ List of Holidays to be followed according to the University list.

5. INSTRUCTIONAL DESIGN (B.Ed.):

Some courses at CDOE, B.U are being run in accordance with the advice of the UGC (DEB) that at least 50% of the disciplines taught in the distance learning must be with the same syllabus and same examination system of the regular course of the university. However B.Ed is not one of them. B.Ed is being conducted following the Term End Examination method whereby the total curriculum consists of 1400 marks (taking into account both Part-I & PartII).

1) CURRICULUM DESIGN :

Curriculum design is the initial step in distant learning instructional design. The curriculum is created by a committee of professionals who are familiar with the needs of various groups of students.

As far as possible, efforts have been made to adopt the syllabus of the Burdwan University's parent department in collaboration with external experts, keeping in mind that it should be comparable to the university's regular courses. The Subject Committee's syllabus is submitted to the Curriculum and syllabi to the statutory bodies of the University i.e. PG Board of Studies (PGBS) (Enclosed in Hard Copy) approval and authenticated by Directorate of Distance Education's (Presently known as CDOE) Advisory Committee. The syllabus is then posted on the university's website.

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II) DETAILED SYLLABI :

PART – I : 7 Papers: 700 Marks

A. General papers.

(70-written + 30 assignment for each paper) = 100 marks

Paper I: Philosophical Foundation of Education

Paper II: Sociological Foundation of Education

Paper III: Contemporary Issues and Development in Education

Paper IV: Psychology of Learning

B. Pedagogical knowledge and Methodology of Teaching School Subjects (100 Marks each written paper)

Paper IX. School Subject 1

Paper X. School Subject 2

C. Practical Papers 100 marks

Paper XIII (a) Micro Teaching (1st method = 25 marks + 2nd method = 25 marks)
= 50 marks

(b) Workshop Assessment – 50 marks

PART – II: 7 Papers: 700 Marks

A. General paper – 400 marks

(70 written + 30 assignment for each paper) = 100 marks

Paper V. Psychology of Instruction

Paper VI. Guidance & Counselling - Approaches & Strategies

Paper VII. School Organization and Management

Paper VIII. Educational Technology and Evaluation

B. Practical Papers 300 marks

Paper XI. Teaching practical (Method 1) 100 marks

Paper XII Teaching practical (Method 2) 100 marks

(50 marks for Internal Assessment &

50 marks for External Assessment for each paper).

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Paper XIV. Practicum 100 marks

(i) Text book review (Any Text book from class VIII/IX/X/ XI/XII as applicable) for non-laboratory subjects Or Laboratory Practical – 50 marks

(ii) Workshop Assessment – 50 marks

- **Duration of the Programme:** The programme is of 2 years duration. However, if a candidate fails to complete the programme within the stipulated time he/she can complete it within 4 years.

- **Faculty and Staff Requirement:**

At present there are two Assistant Professors in the Department of Education and adequate number of non-teaching staff for academic and administrative purpose. The regular faculty of the Department of B.Ed., The University of Burdwan as well as the wider academic community of other universities and colleges provides support for running the programme.

Faculty:

Sl. No.	Faculty	Work at (HQ/RC)	Number
1.	Assistant Professor	HQ	2

Support Staff:

SL. NO.	Office Staff (Designation)	Work at (HQ/RC)	Number
1	Sr. Office Assistant	HQ	1
2	Fixed Pay Employees	HQ	2

7. Instructional Delivery Mechanism for Bengali/ English:

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Mode of Delivery	Delivery mechanism	Provided (Yes/No)	Detailed Information
Face to face mode	PCP/ Counselling	Yes	12 hrs per 100 Marks Paper. Total contract hour = 12hrsx10 12x10 = 120hrs(Theoretical). 20hrs Practical classes & 60hrs Workshop and 15 days Practice Teaching.
	Tutorials/Spl. Classes	Yes	Sometimes Core Faculty organize Special Classes/Tutorials.
Self-Learning	SLMs	Yes	24hrs per SLM. Total 240hrs of self study prescribed.
Library	Reference Books	Yes	Available at the Directorate Library.

8. Preparation of SLMs: As per direction of Vice-Chancellor Directorate prepared the list of Writers, Editors and appointed them. After receiving the materials, it was edited by the respective Editor and sent to the press for printing. Then after Publication of the SLMs we sent two sets of materials to DEB for approval. The printed materials delivered to the students.

9. Programme Duration: 2-yrs duration; (minimum 2-yrs and maximum 4-yrs). Need to complete within 4 Calendar years.

10. Medium of Delivery: Bengali/ English.

11. Intake: Approved intake by NCTE is 500 per year.

13. Procedure for admissions, curriculum transaction and evaluation:

Admission Procedure: Through Admission Notification published in leading newspapers and through Directorate Website as well University Website. Whole Admission Procedure is going on through online.

Eligibility:

I. After the revised Regulations of NCTE the following candidates are eligible if they have (for both Fresher & In-service):

- a) Diploma in Pre-School Education (DPSE) or
- b) Diploma in Elementary Education (PTT) or
- c) Bachelor of Elementary Education (B.El.Ed.) or

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- d) Diploma in Physical Education (D.P.Ed.) or
- e) Bachelor of Physical Education (B.P.Ed.) or
- f) Diploma in Elementary Education (D.El.Ed.) or
- g) Diploma in Arts Education (Visual Arts/Performing Arts)

II. Candidates with at least 50% marks at Under Graduate Level.

III. Reservation and relaxation in marks as per norms.

IV. Candidates who have complete D.EL.ED. (2 years face to face mode) under ODL mode and Montessori are not eligible for this programme.

Total Course fee: Rs. 50,000/- (Excluding Examination and Re-appearing fees).

Financial Assistance: Financial assistance is not provided to the students for this programme.

Curriculum transaction:


SLMs (Bengali version) in print are provided as approved by B.O.S of the Directorate. PCP/Counselling schedules for the programme are prepared by Course Co-ordinator with the assistance of the core faculty. PCP/Counselling schedules circulated among the study centres as well as notified in the official website of the Directorate. During this session, teachers will help the students with their course work. PCP/Counselling are conducted in B.Ed.


Medium of Examination: Bengali/ English.

Evaluation: Term-end Examinations (written) 30% of the total marks of the paper are Assignment (For General Papers).70% of the total marks of the paper would be reserved for written examination (For General Papers), 100% marks for Method Papers, Micro-Teaching, Workshop and Practical/ Book Review to be held at the end of the 1st year (Part – I) & at the end of 2nd year (Part - II).

A few notable features of the rules governing the examination of B.Ed. programme under distance mode:

- a) A B.Ed. (Two-year) programme shall be equally divided into two parts as per the approved syllabus in the subject concerned: Part – I and Part – II, each spanning one academic year. The Part –I Examination under these Regulations shall be held at the end of the first academic year after the commencement of the session and the Part – II Examination shall be held at the end of the second academic year.


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- b) A Candidate shall have to complete Part – I & Part – II examination within four consecutive years including his/ her enrolment in Part – I Examination subject to the conditions that not more than three consecutive chances shall be allowed in each part. Credit will be allowed paper-wise as well as part-wise and will be retained for four consecutive years
If any of the chances mentioned above is not availed by a candidate within the stipulated period, the chance shall be deemed to have lapsed.
- c) To pass the B.Ed. examination a candidate shall have to secure a minimum 40% marks in aggregate (Part – I & Part – II examination taken together) and have secure paper-wise as well as part-wise minimum qualifying marks.

15. Requirement of the laboratory support and Library Resources :

The students may avail the library facilities at the Directorate. Directorate has a well-equipped Library in HQ at Burdwan.

16. Cost estimate of the Programme and the provisions :

Upon receipt of approval from the UGC/DEB , the Finance Committee may set aside budgetary provisions towards Programme Development, Programme Delivery, Programme Maintenance. Once the Programmes are operational, fee receipts from the Programme may be used to cover the same, as per the guidance of the Syndicate and Finance Committee.

Estimated cost the programme is Rs. 45000/ (Approx) per students, per year. The cost estimate of the UG course in B.Ed under DODL mode of Education should be restricted under the following head of expenditure:

- Assistance for Human Resource
- Conducting PCP
- Development of Course material and Quality assurance
- Students Support Service
- Staff Training and Development
- Technology Support
- Library
- E-Content/ e-Learning

Provisions: As it is a continued programme the infrastructure is already in existence. The other expenses will be fulfilled from the fees collected from the students

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17. Quality Assurance Mechanism and Expected Programme Outcomes:

Quality Assurance has now reached a critical juncture, influencing the management strategies and cultures of Distance Education institutions. Learners are clamouring for greater educational services and resources. To meet these demands, our CENTRE FOR DISTANCE AND ONLINE EDUCATION must focus on quality in terms of study materials, PCP counsellor quality, delivery systems, and administrative support for learners. The following major steps would be taken for quality assurance:

- Establishment of Centre for Internal Quality Assurance (CIQA)
- Quality improvement of SLM
- Emphasize for online learning system
- Centralize on line admission
- Providing SLM in electronic media

University of Burdwan has also an IQAC with the following objectives:

- To build and ensure a quality culture, appropriate structure and processes with enough flexibility to meet the diverse needs of the stakeholders at the University.
- Meant for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the University.

To channelize and systematize the efforts and measures of the University towards academic excellence. The IQAC submits the Annual Quality Assurance Report of the University duly approved by the statutory bodies of the University to NAAC regularly.

However in The University of Burdwan, there is a separate IQAC body comprising several members where Hon'ble Vice -Chancellor is the chairman and Prof Sourangshu Mukhopadhyay is functioning as Director. This cell assesses and monitors all quality and promotion related matters of the University of Burdwan as a whole.

We have already been established a Centre for Internal Quality Assurance (CIQA) in accordance with the DODL Regulations 2017 with the following expected outcomes:

- New programmes
- Flexible platforms
- Wide reach - transcends the boundaries of geography & tradition

The program's intended objective is to improve the knowledge and skills of learners in the relevant field. After completing the distance learning programme, the learner can prepare for various job-oriented entrance examinations, such as School Service Commission (SSC), and so on. They can then work in government and non-government institutions in areas such as comparative, translation studies, Indian folklore, and journalism.

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