

# BSS B.Ed. Training College

NAAC Accredited B++ Grade with CGPA of 2.85 (Recognized by NCTE and affiliated to the University of Calicut)  
Alathur, Palakkad- 678541 Kerala

**ALATHUR, PALAKKAD(D1)-678541**



Name

ROHINI-PS

Reg. No.

BAAWTCH009

Optional Subject

COMMERCE

Certified that this is the bonafide record of

ROHINI-PS

Reg. No.

BAAWTCH009

for the year 20

22

- 2024

Lecturer in charge

Date

4/1/2024

Lecturer in Charge  
B.S.S. B.Ed. Training College  
Alathur (D1) Palakkad Dt  
Kerala-678541




Principal

Principal  
B.S.S. B.Ed. Training College  
Alathur (D1) Palakkad-Dt  
Kerala-678541.


OBSERVATION  
RECORD

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MENTOR  
OBSERVATION



## OBSERVATION REPORT - I

Name of the Senior Teacher: Ranjini

Subject : Business Studies

Unit : Staffing

Topic : Recruitment

Date : 17-08-2023

class : XII

### PREPARATION PHASE

Teacher entered the classroom with a smile and made a rapport with students. Then she asked questions about the previous class of Staffing and its aspects.

### PRESENTATION PHASE

Teacher started the class by an giving an example as after 10<sup>th</sup> standard students applied for plus one in various schools. Many application were received from candidates for different subjects. Likewise people applying for getting suitable jobs in an organisation. From this students reached on the one of the aspects of Staffing that is 'Recruitment'. Teacher wrote the meaning of Recruitment on blackboard.

### RECRUITMENT

Recruitment is defined as the process of searching for prospective employees and stimulating them to apply for jobs in the organisation.

# B.S.S B.Ed TRAINING COLLEGE

(NAAC Accredited B++ Grade with 2.85 CGPA)

ALATHUR, PALAKKAD, KERALA.

## TEACHING PERFORMANCE EVALUATION PROFORMA

Name of the Student-teacher:

Sl.No.	Aspects	Criteria	put tick mark (✓)				
			5	4	3	2	1
1	Preparation	1) Building up a suitable physical environment in the class room	✓				
		2) Building up a problematic situation	✓				
		3) Technique to reveal what he already knows	✓				
		4) Effective introduction	✓				
		5) Link between the introduction and main concepts	✓				
2	Activity	1) Strategies for disturbance-free and disciplined grouping clear and concise guidelines for the group if required	✓				
		2) Clear and concise guidelines for group	✓				
		3) Involve all students in the learning activities	✓				
		4) Encourage non-volunteers	✓				
		5) Learning aids used effectively	✓				
		6) Appropriateness, relevance, variety, novelty, originality			✓		
		7) Adequate activities in achieving the anticipated competencies			✓		
3	Subject Competency	1) Resource fullness			✓		
		2) Make changes in the learning strategies based on student response	✓				
4	Class Management	1) Recognizes attentive and non-attentive		✓			
		2) Gives clear direction	✓				
		3) On the spot diagnosis of learning difficulties and corresponding remediation	✓				
		4) Pay attention to the entire class	✓				
		5) Manages time properly	✓				
		6) Strategies for managing interruption	✓				
5	Communication	1) Speak fluently	✓				
		2) Speaks with clarity	✓				
		3) Use proper body language	✓				
		4) Adjusting the speed of the lesson to the level of the pupil	✓				
		5) Structure of question	✓				
6	Questioning	1) Grammatically correct	✓				
		2) Relevant to the topic	✓				
		3) Specific	✓				
		4) Thought provoking	✓				
		5) Way of questioning	✓				



		1) Addresses whole class	✓			
		2) Give sufficient time to think	✓			
		3) Distribute evenly	✓			
		4) Redirect	✓			
7	Reacting	1) Discourages mass answering	✓			
		2) Use appropriate verbal and non-verbal reinforces	✓			
		3) Uses and builds pupil responses	✓			
		4) Seeks further information	✓			
		5) Gives hints or prompting	✓			
8	Use of Learning Aids	1) Relevant to the content	✓			
		2) Appropriate to the pupils level	✓			
		3) Uses aids at appropriate time	✓			
		4) Uses multiple channels for single idea	✓			
		5) Ensures visibility	✓			
9	Closure	1) Summarizes the lessons	✓			
		2) Evaluates with reference to objectives	✓			
		3) Links with similar situations	✓			
		4) Links with future learning	✓			
		5) Follow-up activities	✓			
10	Teacher's Personality	1) Respect pupil responsibility	✓			
		2) Resourceful in dealing with situations	✓			
		3) Enthusiastic and confident	✓			
		4) Pleasing	✓			
		5) Clear, neat and tidy	✓			

Note: (5) Excellent (4) Very Good (3) Good (2) Average (1) Poor