

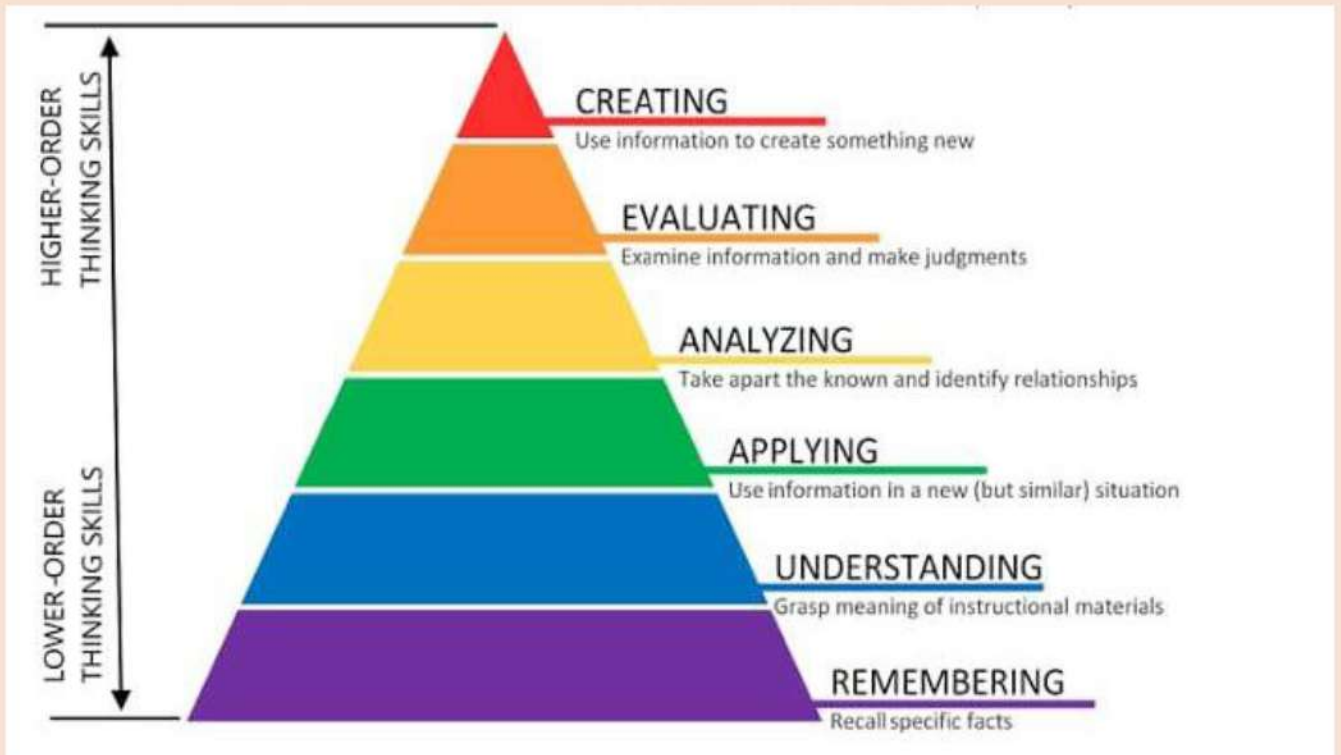


**GOVT DR. SHAYMA PRASAD MUKHERJEE SCIENCE &  
COMMERCE COLLEGE, BHOPAL (M.P.)**



*TEACHING  
AND  
LEARNING POLICY*

**TEACHING AND LEARNING POLICY**  
***Bloom Taxonomy***



### ***Introduction –***

The institute is committed to presenting high first-rate coaching, getting to know and assessment (evaluation) to enable all freshmen to acquire their full ability. This may be performed through high great teaching and mastering opportunities, rigorous assessment, feedback and the sharing of suitable exercise.

A teaching and learning policy promote best practice and establishes consistency in teaching and learning across the whole process of education. It aims to ensure that all children are provided with high quality learning experiences, leading to a consistently high level of pupil achievement and attitude

### ***Policy objectives -***

- Engage students intellectually, emotionally, socially, soulfully and/or physically.
- The goal of teaching and learning process includes using Bloom's taxonomy is to encourage higher-order thought by building up from lower-level cognitive skills.
- Increase the capacity of the student to respond efficiently and effectively to the needs of students and the nation by rationalizing, modernizing and restructuring its services and organizational model.
- Improve efficiency and effectiveness in the delivery of education services by strengthening the legislative, regulatory and policy frameworks and structures which govern the education



system.

- Improve the relevance and quality of education by reforming the national curriculum to ensure that students develop the knowledge, skills, values and attitudes needed to participate in national development and lead productive and meaningful lives.
- Modernize the education system by building a robust education technology infrastructure and by harnessing the power of modern technology to transform teaching and learning in and out of the classroom.
- Improve student achievement and well-being by increasing the effectiveness and professionalism of the teaching force through innovative teacher education and professional development and support programs.
- Improve the inclusion and experience of students with special education needs by providing adequate resources and establishing relevant legislation, regulations and policies.
- Expand the availability of relevant skills in the workforce by partnering with industries and the private sector to improve the governance, infrastructure, relevance and quality of technical and vocational education in the country.
- Increase the quality and relevance of the higher education sector by creating the enabling environment and building the capacity of tertiary institutions to deliver quality, relevant education programs

### ***Principles of Teaching and Mastering learning process-***

The student is actively engaged in posing questions, investigating, experimenting, being curious, solving problems, assuming responsibility, being creative and constructing meaning The coaching and learning coverage ambitions to ensure that coaching on the university is inspirational and of the very best great by way of:

- All newbies having the opportunity to prevail and be empowered to fulfil their potential.
- Placing the learner at the Centre of the gaining knowledge of method.
- Lively promotion of range and equality of opportunity.
- The aspirations of all beginners being raised via mutual guide and commitment.
- All personnel and rookies having excessive expectancies and working collectively to expand high degrees of achievement and achievement.
- Ensuring newbies are retained and achieve their qualification
- Supplying awesome progression opportunities, to employment, apprenticeships, or further and higher gaining knowledge of recognizing and celebrating achievement, of both newbies and body of workers.
- The use of assessment to offer powerful learning possibilities via remarks.
- Making sure degrees of scholar satisfaction and learner voice feedback are high throughout all courses.



- The usage of studies to inform and encourage college students.
- Promoting a culture of instructional assignment, scholarly hobby and research informed coaching.
- The challenge knowledge and pedagogic content material understanding of staff leading to wonderful teaching and studying
- Meeting the objectives recognized inside the college through strategic plan. We do this via:
- Growing a clean information of scholar's region in a multicultural and numerous world respecting variations and similarities.
- Developing environmentally conscious citizens.
- Growing an understanding of private properly-being, healthful dwelling, personal safety and safe relationships.
- Growing important thinkers, who're capable of articulate their ideas in an assured manner. Growing a sense of obligation.

This policy embraces the university values:

- Admire yourself, every other and the environment.
- Welcoming, sincere and inclusive approach.
- Satisfied, safe and supportive subculture.
- Inspiring learners and team of workers.
- Superb and innovative culture.

***College personnel can be anticipated to manipulate the mastering environment in line with college policies on attendance subject.***

- Registers will be completed for each time tabled session.
- Bad attendance and punctuality may be monitored and movement promptly taken,
- Newbies can be expected to apply time efficiently and take responsibility for their very own gaining knowledge of in timetabled periods and at some stage in the college,
- Field issues can be handled right away by means of workforce with the correct reporting tactics observed.

It miles the obligation of the Heads of Departments to:

- Talk expectations and set standards referring to coaching and getting to know with all teaching workforce
- Make certain that all staff in their areas have an allocated time table and program path
- Ensure that person action plans finished to a exceptional general. Excellent exercise.

***Planning:*** Instructors are expected to have an extended-time period plan, and short-term plan.  
***Plan long-term making plan***

The lengthy-term plan presents a broad evaluation of the year, organized by time period, and coverage of the problem regions. The long-term plan allows us to ensure there may be insurance of all the curriculum areas.

## *Daily Dairy*

It's miles an expectation that instructors plan for every day they educate.

### **PEDAGOGY**

Bloom's Taxonomy is a categorization that defines different levels of intelligence including thinking, learning, and understanding. Institutes make use of bloom's taxonomy to improve curriculum, assessments, and teaching methods. Pedagogy is the artwork or technological know-how of coaching. this is distinct from the curriculums it is the technique to how we train the curriculum, no longer the content material itself. In our institute we take a 'Centric technique' list of teaching strategies used in the institute might be

#### **A. Teacher focused technique to getting to know through**

- Lectures
- Direct instructions with a cease aim of superb effects from testing and evaluation
- Small group instruction

#### **B. Student concentrated technique to studying through**

- Inquiry based studying
- mission primarily based learning
- Flipped class room
- Cooperative learning
- Gaining knowledge of environment

The studying environment will be controlled in such a way as to facilitate one of a kind approaches to getting to know opportunities could be made for:

- Complete magnificent teaching.
- Conferencing
- Impartial getting to know.
- All areas of the studying environment might be deliberate for, which includes, where appropriate, the outside regions, on the way to make sure possibilities for a range of practical sports, with the intention to develop appropriate understanding, talents and knowledge.
- Lecture rooms offer a stimulating and purposeful gaining knowledge of environment, consisting of thought scary and stimulating shows.
- College students are welcomed into college and certain standards of prescribed Uniform and conduct are predicted.
- Excellence is widely known in show and overall performance is recommended to beautify standards.
- Students are encouraged to trust that any exhibited work (performance or show) need to constitute their highest standards of private success.
- Evaluation, Recording and Reporting.



Normal tests are product of college students' work with a view to set up the level of attainment and to tell destiny planning. Formative assessment is used to guide the progress of character pupils. It includes identifying every infant's development in each place of the curriculum, determining what every student has found out and what therefore ought to be the subsequent stage in her mastering.

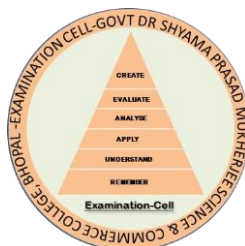
**Termly summative tests** (Final Examination): Formal summative assessment is executed on the cease of every semester/ year.

Formative evaluation incorporates with it the expectation that, when well-motivated and correctly taught, all freshmen can reach a stage of fulfillment which can also currently appear past them. It gives a breadth of verified existence-lengthy studying talents primarily based on an information of ways we study in place of what we ought to be studying. This includes:

- Creating a nice studying environment.
- Focusing all feedback on specific performance improvements which may be acted on.
- Sharing an overview of content material, procedure and benefits of the studying to come.
- Attractive beginners by posing issues and difficult thinking.
- Imparting possibilities for beginners to fulfill the mission in a diffusion of pairings and with multiple methods of representing their information.
- Developing space for reflection and significant speak.
- Reviewing what has been found out, how it changed into learned and how it'll be used.

***Appropriate obligations for informal evaluation encompass:***

- Group discussions
- Short exams in which college students write solutions.
- Particular assignments for person students.
- Discussions in which youngsters are recommended to appraise their very own paintings and progress.



### **Bloom's Taxonomy**

According to the revised version of Bloom's Taxonomy there are six levels of cognitive learning. Each level is conceptually different. The six levels are (1) remembering, (2) understanding, (3) applying, (4) analyzing, (5) evaluating, and (6) creating. We follow the Bloom's Taxonomy in deciding the course outcome & the levels (1/2/3/4/5/6) are displayed in the mapping table of COs with the PSOs of each program of NEP-2020. Details of the terms used in the levels are as follows:

Level-1: **REMEMBER** - this level include:

*cite, define, describe, identify, label, list, match, name, outline, quote, recall, report, reproduce, retrieve, show, state, tabulate, and tell.*

Level-2: **UNDERSTAND** - this level include:

*abstract, arrange, articulate, associate, categorize, clarify, classify, compare, compute, conclude, contrast, defend, diagram, differentiate, discuss, distinguish, estimate, exemplify, explain, extend, extrapolate, generalize, give examples of illustrate, infer, interpolate, interpret, match, outline, paraphrase, predict, rearrange, reorder, rephrase, represent, restate, summarize, transform, and translate.*

Level-3: **APPLY** this level include:

*Apply, calculate, carry out, classify, complete, compute, demonstrate, dramatize, employ, examine, execute, experiment, generalize, illustrate, implement, infer, interpret, manipulate, modify, operate, organize, outline, predict, solve, transfer, and use.*

Level-4: **ANALYZE** - this level include:

*Analyze, arrange, break down, categorize, classify, compare, contrast, deconstruct, detect, diagram, differentiate, discriminate, distinguish, divide, explain, identify, integrate, inventory, order, organize, relate, separate, and structure.*

Level-5: **EVALUATE** - this level include:

*Appraise, apprise, argue, assess, compare, conclude, consider, contrast, convince, criticize, critique, decide, determine, discriminate, evaluate, grade, judge, justify, measure, rank, rate, recommend, review, score, select, standardize, support, test, and validate.*

Level-6: (highest level): **CREATE** - this level include:

*arrange, assemble, build, collect, combine, compile, compose, constitute, construct, create, design, develop, devise, formulate, generate, hypothesize, integrate, invent, make, manage, modify, organize, perform, plan, prepare, produce, propose, rearrange, reconstruct, reorganize, revise, rewrite, specify, synthesize, and write.*



Assessment Report on the Level Internal Assessment of Question According to Bloom's Taxonomy



**Program Name                      Year/Semester                      Title of Paper**

Type of Question	Brief Description of Question	Please tick according to the Level of Bloom's Taxonomy					
		Remember	Understand	Apply	Analyse	Evaluate	Create
		I	II	III	IV	V	VI
<b>Objective Type</b>							
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
<b>Very Short Question</b>							
1							
2							
3							
4							
5							
<b>Short Question</b>							
1							
2							
3							
4							
5							
<b>Long Answer</b>							
1							
2							
3							
4							
5							

**Name of Teacher**