



# STELLA MATUTINA COLLEGE OF EDUCATION

(AUTONOMOUS)

Re-Accredited (3<sup>rd</sup> Cycle) by NAAC at 'A' Grade with CGPA: 3.48

## HANDBOOK 2017 - 2018



Kamarajar Salai, Ashok Nagar, Chennai - 600 083.

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### **THE NATIONAL INTEGRATION PLEDGE**

“I solemnly pledge to work with dedication to preserve and strengthen the freedom and integrity of the nation.

I further affirm that I shall never resort to violence and that all differences and disputes relating to religion, language, political or economic grievances should be settled by peaceful and constitutional means”.

We sometimes forget that we shall please Him most and get from Him, when according to the fable we “put our shoulders to the wheel” - when we use what we have by nature to the utmost at the same time that we look out for what is beyond nature in the confidence of faith and hope.

*Cardinal Newman*

Stella Matutina (Morning Star) College of Education under the Management of the Franciscan Sisters of the Presentation of Our Lady was established in July 1961. The College offers B.Ed., M.Ed., M. Phil and Ph.D Degree courses. The College has been conferred Autonomous status in 2005. However, it continues to be an affiliated College of TamilNadu Teachers Education University and is autonomous in the sense that it is free to frame its own courses of study and to adopt innovative methods of teaching and evaluation. The college has been accredited the five star level by the National Assessment and Accreditation Council (NAAC) in April 2000, re-accredited at Grade 'A' level in 2007 and re-accredited (Third Cycle) at 'A' Grade with CGPA: 3.48 in December, 2014.

National Council of Teacher Education (NCTE) has enhanced the duration of the B.Ed and M.Ed. Courses to two academic years from 2015 - 2016. The College has been given due approval by NCTE for a B.Ed intake of 200 students and M.Ed intake of 50 students from the academic year 2015 - 16.

#### **VISION**

✦Evolving the future in Teacher preparation by celebrating tradition and heritage.

## **OBJECTIVES OF THE INSTITUTION**

- ✦ The objectives of the institution are modified in consonance with the vision and mission of the institution. The suggestions of NAAC peer group and the Manual for self-appraisal of teacher education institution, has contributed significantly in the framing of the objectives.
- ✦ To provide Teacher Training in a Christian ambience to deserving students, especially to the Catholic Christian Community.
- ✦ To train deserving women candidates to be teachers who are also leaders in all walks of life and lead their wards in scholastic skills in addition to spirituality, justice, truth and love.
- ✦ To design curriculum at every level, in such a way that the trained are equipped to cause desirable changes in the community at large and particularly among the marginalized sections of the society and also in the field of education.
- ✦ To provide an environment of intellectual stimulation and moral rectitude in the young teacher trainees in which they could achieve greatness as eminent teachers, teacher educators, authors of education books, researchers in education, academic reformers, social catalysts, crusaders of environment protection and so on.
- ✦ To provide all the logistics support necessary for the effective implementation of the curriculum and the realization of the institutional objectives.
- ✦ To evolve system of management that can ensure a willing cooperation and involvement of the staff members in all the ventures of the institution.

## QUALITY POLICY

The motto of the college is : “Attain truth by the path of love”

The vision of the Franciscan Sisters of the Presentation of Mary inspires us to provide quality teacher education to all students enrolled in our college. Students are given a thorough foundation in both the theoretical and practical aspects of teaching. Hallmarks of the education imparted here are :

- ✦ Development of self-confidence and self-discipline.
- ✦ Moulding teachers with skills of teaching competence
- ✦ Spiritual vigour and value orientation
- ✦ Sensitization to social and environmental needs
- ✦ Holistic outlook to life
- ✦ Commitment to the goals of the National Education Policy.

## கல்வி தர மேம்பாட்டுக் கொள்கை

அமைதி அண்ணல் பிரான்சிஸ்குவின் தூய காணிக்கையன்னை சபை சகோதரிகள் நிர்வாகத்தில் விடிவெள்ளி கல்லூரி அன்புப் பாதையில் உண்மையை அடைதல் என்கிற தனது உன்னத கொள்கையின் சீரிய பிரதிபலிப்பாக இயங்கி வருகின்ற கல்வி கொள்கைகளும் கோட்பாடுகளும் தகுந்த செயல் முறை கல்வி வழி போதிக்கப்படுகின்றன.

இக்கல்லூரியின் போதனா முறை சிறப்பு அம்சங்கள்

- ✦ தன்னம்பிக்கை, சுய கட்டுப்பாடு வழி, ஆளுமை வளர்ச்சி பெற வகை செய்தல்.
- ✦ ஆன்மீக முதிர்ச்சி வாழ்வியல் விழுமங்கள் பற்றி தெளிவு பெற வழி செய்தல்.
- ✦ சமூக மற்றும் சூழல் தேவைகளை அறிந்து நிவர்த்திக்க வழிகாணும் திறன் வளர்ச்சி, முழுமையான வாழ்வியல் குறித்த அறிவு அளித்தல், தேசிய கல்வி கொள்கை மீதான முழுமையான நம்பிக்கையும் ஈடுபாடும் வளர்த்தல்.



## **I. RULES AND REGULATIONS**

1. Self Discipline, Reliability, Initiative and Energetic Work are to be cultivated by every student throughout the course.
2. Gentle Manners, Refinement in Deportment, Speech and Dress, Courtesy and Consideration to all around them are to be the distinguishing marks of the students of this college. Courtesy and deference are to be shown towards school authorities and staff.
3. Students are expected to attend college, well - dressed but always displaying good taste with no trace of immodesty. Every student is required to have one presentable Outfit, White Churidar and Kurta for special functions.
4. Students are expected to develop habits of orderliness and exactitude. Apparatus should be used with dexterity and care and returned to the correct place immediately after use. Breakages or damages should be reported by the student herself.
5. In all matters pertaining to the student's individual performances such as the maintenance of work and files, compiling of albums or the making of charts and models etc., good taste and artistic sense are required to be shown along with intelligence and ingenuity.

## **II. PROBATION**

Every student admitted to the B.Ed., Course shall be on probation for 50 working days and if it appears to the Principal that any student is not likely to prove an efficient teacher, she shall be required to leave the institution.

## **III. ATTENDANCE AND LEAVE**

1. Students are expected to attend class regularly. Leave will be granted only under very rare and exceptional circumstances.

2. Students are not permitted to absent themselves without leave letter. Attendance will be checked at every lecture, practical or tutorial.
3. Absence without leave for a whole day renders the student liable to the loss of two day attendance. If a student absents herself for five working days without previous permission, her name will be removed from the college rolls.
4. No leave will be granted for days annexed to vacation either before or after.
5. Attendance for the Annual Camp is compulsory. The same rule holds good for all teaching practice weeks and for all college functions.
6. In case where leave is essential, application should be made in writing to the Principal, whose decision remains final. Ordinarily 24 hours notice is required. All applications for leave with details regarding the reason should be submitted to the Principal a day before leave is required. 85% of attendance is mandatory for the drawing up of the student's final certificate. Any student who fails to obtain 85% attendance may be debarred from appearing for the Semester Examination.

#### **APPLICATION FOR LEAVE**

1. Name of the Student
2. Roll Number
3. Class and Group
4. Reason for Leave
5. Date
6. Number of days of leave applied for
7. Signature of the Student
8. Signature of the Father / Guardian / Warden
9. Signature of the Principal

#### **IV. HOSTEL**

1. The B.Ed., Students who are residing in the Hostel are under the direct control of the Principal of the College.
2. Students shall reside in the College Hostel unless they are living with their parents or guardian who are residing around 8 Kms from the college. The non-residents are subject to the conditions laid by the Principal.
3. A student shall report to the Principal whenever she changes residence. Failure to report within three days will be regarded as a serious breach of discipline. Permission must be obtained in advance and in writing from the Principal, if a student wishes to leave the hostel and live in the city.
4. Students who are residents are required to follow the hostel rules. No student will be allowed to stay away from the hostel without permission of the Principal.
5. Members shall not change rooms or remove the furniture from one room to another.
6. Food must not be taken outside the dining hall, except in case of illness.
7. Students should not find fault directly with the service of the hostel but may represent their problems through student officer to right authority.
8. Hostel life is part of the general education of the course Habits of cleanliness and good order are to be cultivated.

#### **V. LIBRARY RULES**

1. The library will remain open on all working days between 8.30 a.m. and 5.30 p.m. Issuing hours will be as notified by the Librarian.
2. Strict silence and perfect order must be observed in the Library. Personal things are not permitted inside the Library.

3. Each student is allowed to borrow three books at a time for a period of 7 days. Reference books can be consulted in the library only.
4. It is forbidden to sub-lend books or to circulate them to the outsiders.
5. When a book is in demand by several students they will register their names with the Librarian who will loan it for shorter periods in order of priority.
6. No book will be issued without the borrower card. The date stamp indicates the date of return and a fine of Re.1/- is imposed for each day overdue.
7. Rupees five will be charged for the loss of every borrower card.
8. Any student who soils or stains a book will pay a fine proportionate to the defacement. Underlining or marginal notes or any forms of material damage will render the offender liable to replace the volume or pay its cost.

## **RECALL**

All library books whether in use by staff or student are recalled for checking.

One week prior to the University Examinations, Library cards should be returned to the college.

Note: No certificate will be issued or returned to any student unless all the Library regulations are fulfilled.

## **VI. SCHOOL INTERNSHIP**

School Internship would be a part of the broad curricular area of 'Engagement with the Field' and shall be designed to lead to development of perspectives, professional capacities, teacher sensibilities and skills. The curriculum of B.Ed. shall provide for sustained engagement with learners and the school (including engaging in continuous and comprehensive assessment for learning), thereby creating a

schools in the neighbourhood throughout the year. Student-teachers shall be equipped to cater to diverse needs of learners in schools. These activities shall be organized for 4 weeks in the first year of the course.

Students are to be activity engaged in teaching for 16 weeks in the final year of the course. They shall be engaged at two levels, namely, upper primary (classes VI-VIII) and secondary, with at least 16 weeks in secondary/senior secondary classes. They should be provided opportunities to teach in schools with systematic supervisory support and feedback from faculty. The students should make themselves, thoroughly, acquainted with the whole school plan, Curriculum and programme of work and the weekly and the daily time tables. They should be eager to learn from the subject teachers to whom they are apprenticed and be ready to assume responsibilities when asked.

Students may be asked to help in any form or routine school work, such as maintaining registers, correcting exercise, compiling records, substituting for absentee teachers, supervising games, conducting co/curricular activities etc. They should seek advice from the Headmistress, teachers and their supervisors and endeavor to give the highest possible satisfaction.

Each student is under the direct control of the Head of the Institution during the internship.

A separate attendance register will be maintained in each school. Student - teachers should sign before the beginning of the morning and afternoon sessions. Punctuality is of great importance.

No leave may be taken during the period of school internship. In serious emergencies the Principal of the College and the Head of the School must be immediately informed and the reasons made explicit in writing. In case of sickness, a medical certificate must be furnished; Days lost must be made up.

## **B.Ed Degree - First Year**

### **Theory**

#### **SEMESTER I**

##### **Group A - Perspectives in Education (Compulsory)**

1. Education in Contemporary India
2. Childhood and Growing Up

##### **Group B - Pedagogy Courses (Compulsory)**

3. Language across the Curriculum
4. Understanding Disciplines and Subjects

##### **Pedagogy of a School Subject (Part I)**

1. Pedagogy of Tamil
2. Pedagogy of English
3. Pedagogy of Maths
4. Pedagogy of Physical Science
5. Pedagogy of Biological Science
6. Pedagogy of History
7. Pedagogy of Geography
8. Pedagogy of Computer Science
9. Pedagogy of Economics
10. Pedagogy of Commerce and Accountancy

##### **Practical Course**

##### **Group - C Enhancing Professional Capacities**

1. Drama & Art in Education
2. Yoga, Health and Physical Education

## **B.Ed Degree - First Year**

### **Theory**

#### **SEMESTER II**

#### **Group A - Perspectives in Education (Compulsory)**

1. Knowledge and Curriculum
2. Learning and Teaching
3. Assessment for Learning

#### **Group B**

#### **Pedagogy of a School Subject (Part II)**

1. Pedagogy of Tamil
2. Pedagogy of English
3. Pedagogy of Maths
4. Pedagogy of Physical Science
5. Pedagogy of Biological Science
6. Pedagogy of History
7. Pedagogy of Geography
8. Pedagogy of Computer Science
9. Pedagogy of Economics
10. Pedagogy of Commerce and Accountancy

#### **Practical Course**

#### **Group C - Enhancing Professional Capacities**

1. Reading and Reflecting on Texts

## **B.Ed Degree - Second Year**

### **Theory**

#### **SEMESTER - III**

##### **Group A - Pedagogy of School Subject - Part III**

1. Pedagogy of Tamil
2. Pedagogy of English
3. Pedagogy of Maths
4. Pedagogy of Physical Science
5. Pedagogy of Biological Science
6. Pedagogy of History
7. Pedagogy of Geography
8. Pedagogy of Computer Science
9. Pedagogy of Economics
10. Pedagogy of Commerce and Accountancy

## **B.Ed Degree - Second Year**

### **Theory**

#### **SEMESTER - IV**

##### **Group A - Perspectives in Education (Compulsory)**

1. Gender, School and Society
2. Creating an Inclusive School

##### **Group B - Optional Courses**

1. Health and Physical Education
2. Peace Education



3. Environmental Education
4. Women's Education
5. Pre-Primary Education
6. Human Rights Education

**Practical Course**

**Group C - Enhancing Professional Capacities**

1. Critical Understanding of ICT
2. Understanding the Self

**B.Ed : First Year**  
**II. Practicum Components**

S.No.	Activities	Level - I	Level - II	Total
		Marks	Marks	Marks
1.	<p><b>School Internship (4 Weeks)</b> (Allotment of schools for School Internship for student - teachers are subject to prior approval from the concerned District educational authorities. The Principals of the Colleges of Education have to submit the School Internship Schedule to the Tamilnadu Teachers Education University)</p> <ul style="list-style-type: none"> <li>- Observation of Mentor Classes Level - I &amp; Level - II</li> <li>- Identifying and Analysing the Diverse Needs of the Learners</li> <li>- Exploring and Preparing Teaching Learning Materials (TLM) for Level - I &amp; Level -II</li> <li>- Reflections on Continuous and Comprehensive Evaluation (CCE) practiced in Co-operative Schools</li> <li>- Assessing and reporting on the Environment context of Co-operative Schools</li> <li>- Organisation of Study Circles / Science Clubs / Forums with respect to the nature of the basic subject of student - teachers</li> <li>- Interactions with school Administrators, Teachers, Parents and Community</li> <li>- Analysing and Reflecting on the School Textbooks of Level - I &amp; Level - II</li> </ul>			
2.	<p><b>Observation Records</b></p> <p>a) Observation Record : Level - I (10 Observation of Mentor Teacher Classes )</p> <p>b) Observation Record : Level - II (10 Observation of Mentor Teacher Classes )</p>	20	20	40

S.No.	Activities	Level - I	Level - II	Total
		Marks	Marks	Marks
3.	<b>Demonstration Records</b> (Demonstration by Teacher Educators, Subject Expert/Senior School Teachers and Peer Teachers) a) Demonstration Record : Level - I (5 Observation of Demonstration Classes ) b) Demonstration Record : Level - II (5 Observation on Demonstration Classes )			15
4.	<b>Micro Teaching Records</b> a) Micro Teaching Record : Level - I I) Practicing any 5 skills @ 1 skill in each School Subject ii) Observation of any 5 Peers Microteaching lessons @ 1 in each School subject and also I Link lesson (partial and full integration) arranged by the respective Colleges of Education b) Micro Teaching Record : Level - II I) Practicing any 5 skills related to the basic subject of student - teachers ii) Observing and rating of Peer's any 5 Microteaching lessons related to the basic Subjects of the Student - teachers iii) Observing and recording of link lesson (partial and full integration) arrangement by the respective Colleges of Education	25	25	50
5.	<b>Projects on Identifying and Analysing the Diverse Needs of Learners (Below average, Average, Above average, Gifted and Differently abled)</b> a) Level - I b) Level - II	10	10	20
6.	<b>Preparation and Contribution (after passing the first year practical examinations) of Teaching and Learning Materials (TLM) to Co-operative Schools</b> a) Level - I (10 TLM - 2 TLM X 5 School Subjects) b) Level - II (10 TLM pertaining to the basic Subject of the student - teachers)	10	10	20

S.No.	Activities	Level - I	Level - II	Total Marks
		Marks	Marks	
7.	<b>Reflective Record on Continuous and Comprehensive Evaluation (CCE) Practiced in the Co-operative Schools</b> Level - I or Level - II (This activity shall be related to anyone of the School subjects)			25
8.	<b>Test and Measurement Records (Based on the Marks available in the School Mark Registers)</b> Level - I & Level - II	15	15	30
9.	<b>Environmental Education Record</b> (Student - teachers need to assess and write a detailed report on the environmental context of the Co-operative Schools)			20
10.	<b>Case Study Record - Individual</b> Level - II		20	20
11.	<b>Psychology Experiment Record</b> (5-Paper - Pencil Tests and 5 Experiments)			30
12.	<b>Reading and Reflecting on School Test books</b> (Reading and Reflecting the Textbooks of the student teachers basic Subjects)		20	20
13.	<b>Drama and Art Record</b> (Any 5 activities of Student-teachers with an emphasize on self-realization through Drama, Puppet show, Dance, Music, Song, Painting, Drawing, Clay modeling, Rangoli, Paper cutting, Paper folding, Visits to places of importance of Art & Architecture, Exhibitions, Cultural centres, Fair, Art Gallery etc.)		50	50
14.	<b>Citizenship Training Camp Record</b> (Camp should be organised for a period of 5 days with prior approval from the Tamilnadu Teachers Education University)			20
15.	<b>Educational Technology Record</b>			20
16.	<b>Yoga, Health and Physical Education Record</b> (Observing and recording the Yoga, Health and Physical Education activities conducted in the Colleges of Education and also teaching and practicing I activity related to Yoga, Health awareness and Physical activity respectively at Level - I)			25

S.No.	Activities	Level - I	Level - II	Total Marks
		Marks	Marks	
17.	<b>Work Experience Record (SUPW)</b>			25
18.	Practicum / Field work related Tasks and Assignments for each Theory Course. List of Tasks and Assignments to be carried out by the Student-teachers based on the Suggested Activities are given at the end of the Syllabus of each Theory Course. Coursewise Tasks and Assignments are to be submitted in the form of separate Records at the time of Practical Examinations. 18 theory Courses			160
<p><b>Note: (a) Level - I refers to Standard VI to VIII (Upper Primary), compulsory for all students - teachers. For activities pertaining to Level - I, student-teachers shall either Standard VI or VII or VIII as per the requirement of the Co-operative schools.</b></p> <p><b>(b) Level - II refers to Standard IX &amp; X (Secondary) for UG qualified student - teachers / Standard XI &amp; XII (Higher Secondary / Senior Secondary) for PG qualified student-teachers.</b></p>				

**B.Ed : Second Year**  
**II. Practicum Components**

S.No.	Activities	Level - I	Level - II	Total Marks
		Marks	Marks	
1.	<p><b>School Internship (16 Weeks)</b> (Allotment of schools for School Internship for student - teachers are subject to prior approval from the concerned District educational authorities. The Principals of the Colleges of Education have to submit the School Internship Schedule to the Tamilnadu Teachers Education University)</p> <ul style="list-style-type: none"> <li>- Observation of Peer Teaching Classes Level - I &amp; Level - II</li> <li>- Involving in Co-teaching with Mentor Teacher: Level - I &amp; Level - II</li> <li>- Preparation and Demonstration of Lesson Plans: Level - I &amp; Level - II</li> <li>- Conducting Action Research</li> </ul>			

S.No.	Activities	Level - I	Level - II	Total Marks
		Marks	Marks	
	<ul style="list-style-type: none"> <li>- Preparation and Administration of Achievement Test: Level - II</li> <li>- Exploration, Preparation and Use of Teaching Learning Materials (TLM): Level - I &amp; Level - II</li> <li>- Module Preparation: Level - II</li> <li>- Website Analysis related to the basic Subjects of student - teachers</li> <li>- Preparation and Presentation of Power Point: Level - I &amp; Level - II</li> <li>- Organisation of Non - scholastic Activities</li> </ul>			
2.	<b>Assessment of Teaching Competency</b> a) Level - I b) Level - II	100	100	200
3.	<b>Observation Records</b> a) Observation Record : Level - I (10 Observation of Peer teaching Classes ) b) Observation Record : Level - II (10 Observation of Peer teaching Classes)	10	10	20
4.	<b>Reflective Journal on Co-teaching with Mentor Teachers</b> a) Reflections on Co-teaching with Mentor Teachers: Level - I  b) Reflections on Co-teaching with Mentor Teachers: Level - II	10	10	20
5.	<b>Lesson Plan Records</b> a) Lesson Plan Record Teachers: Level - I (30 Lesson Plans ) b) Lesson Plan Record Teachers: Level - II (30 Lesson Plans )	30	30	60
6.	<b>Action Research Report</b> (Each student - teacher has to identify one unique problem for action research, which should be different from other student - teachers)	-	-	20

S.No.	Activities	Level - I	Level - II	Total Marks
		Marks	Marks	
7.	<b>Test and Measurement Record</b> Level I - II (Based on the Achievement Test conducted by the student - teachers in their major Subject)	20	20	40
8.	<b>Preparation and Use of TLM</b> a) Preparation and Use of 30 TLM: Level - I b) Preparation and Use of 30 TLM: Level - II	25	25	50
9.	<b>Module Preparation</b> Preparation and Use of the Module: Level - II (Related to the basic Subject of student - teachers)		20	20
10.	<b>Website Analysis Report</b> Level - II (Identifying and Downloading 2 different Web based materials on the same topic related to the basic Subject of the student - teachers and preparing a comparative detailed analysis on their salient features)		20	20
11.	<b>Power Point Presentation (PPT)</b> (Soft and Hard copy are to be submitted at the time of Practical Examination) a) Preparation and Use of PPT: Level - I (related to any one of the Lessons to be taught in the Co-operative schools) b) Preparation and Use of PPT: Level - II (related to any one of the Lessons to be taught in the Co-operative schools)	10	10	20
12.	<b>Report on Organisation of Non - Scholastic Activities</b> (Any 4 activities such as Exhibition, Celebration of Important days, Festivals, Role Play, Dramatization, Quiz, School Assembly, Awareness Programmes, Rally, etc. in the Co-operative schools)	-	-	20

S.No.	Activities	Level - I	Level - II	Total
		Marks	Marks	Marks
13.	<b>Report on Maintenance of Records and Registers in Schools</b> (A detailed report on the maintenance of various Records and Registers in the CO-operative Schools)	-	-	20
14.	<b>Field Trip Record</b> (Organising and reporting on One-day Field Trip related to any concept of B.Ed Curriculum with prior approval from the competent authorities and the Tamilnadu Teachers Education University)	-	-	20
15.	Practicum / Field work related Tasks and Assignments for each Theory Course. List of tasks and Assignments to be carried out by the Student-teachers based on the Suggested Activities are given at the end of the Syllabus of each Theory Course. Coursewise Tasks and Assignments are to be submitted in the form of separate Records at the time of Practical Examinations. (3.1/2 theory courses)			70
<p><b>Note: (a) Level - I refers to Standard VI to VIII (Upper Primary), compulsory for all students - teachers. For activities pertaining to Level - I, student-teachers shall either Standard VI or VII or VIII as per the requirement of the Co-operative schools. (b) Level - II refers to Standard IX &amp; X (Secondary) for UG qualified student - teachers / Standard XI &amp; XII (Higher Secondary / Senior Secondary) for PG qualified student-teachers.</b></p>				

### Credit Based Semester System.

The College has introduced credit-based (semester) system from the academic year 2005 - 2006 which includes both theory and practicals. A minimum of ..35... credits in theory and a minimum of ...24... credits in practicals have to be secured by a student during the B.Ed Course.



## Scheme of Examination

The academic growth of the student is evaluated through continuous internal assessment and end semester examination. 50% weightage is given for continuous internal assessment and 50% weightage to the end semester examination.

### B.Ed SEMESTER - I

Name of the Paper	Course Code	Credits	Internal Marks	External Marks	Total
<b>Group A - Perspectives in Education</b>					
1. Education in Contemporary India	CC1	4	40	60	100
2. Childhood and Growing Up	CC2	4	40	60	100
<b>Group B. Pedagogy Courses</b>					
3. Language across the Curriculum	CC3	2	20	30	50
4. Understanding Disciplines and Subjects	CC4	2	20	30	50
5. Pedagogy of a School Subject (Part I)	PC1	4	40	60	100
Enhancing Professional Capacities (Practical)	EPC1				
1. Drama & Art in Education	DAE	1	50		50
2. Yoga, Health and Physical Education	YHP	1	50		50
<b>Total</b>		<b>18</b>	<b>260</b>	<b>240</b>	<b>500</b>

### SEMESTER - II

Name of the Paper	Course Code	Credits	Internal Marks	External Marks	Total
<b>Group A - Perspectives in Education</b>					
1. Knowledge and Curriculum	CC5	4	40	60	100
2. Learning and Teaching	CC6	4	40	60	100
3. Assessment for Learning	CC7	4	40	60	100
<b>Group B. Pedagogy Courses</b>					
4. Pedagogy of a School Subject (Part II)	PC2	4	40	60	100
Enhancing Professional Capacities (Practical)	EPC2				
1. Reading and Reflecting on Texts	RRT	1	50		50
<b>Total</b>		<b>17</b>	<b>210</b>	<b>240</b>	<b>450</b>

### B.Ed SEMESTER - III

Name of the Paper	Course Code	Credits	Internal Marks	External Marks	Total
<b>Group A - Pedagogy of School Subject - Part III</b>	PC3	2	20	30	50
<b>Total</b>		<b>2</b>	<b>20</b>	<b>30</b>	<b>50</b>

### SEMESTER - IV

Name of the Paper	Course Code	Credits	Internal Marks	External Marks	Total
<b>Group A - Perspectives in Education</b>					
1. Gender, School and Society	CC8	4	40	60	100
2. Creating an Inclusive School	CC9	4	40	60	100
<b>Group B - Optional Courses (Any one)</b>					
1. Health and Physical Education	HPE	4	40	60	100
2. Peace Education	PEN	4	40	60	100
3. Environmental Education	EEN	4	40	60	100
4. Women's Education	WEN	4	40	60	100
5. Pre-Primary Education	PPE	4	40	60	100
6. Human Rights Education	HRE	4	40	60	100
<b>Practical Course</b>					
<b>Group C - Enhancing Professional Capacities</b>	EPC3				
1. Critical Understanding of ICT	CUI	1	50		50
2. Understanding the Self	USS	1	50		50
<b>Total</b>		<b>14</b>	<b>220</b>	<b>180</b>	<b>400</b>

## QUESTION PAPER DESIGN

Each theory paper shall be for 3 hrs. duration with the question pattern as follows. Maximum marks for each theory paper will be 100 which will be reduced to 60 marks. Two papers in Semester I,- Language Across the curriculum & Understanding Disciplines and Subjects will carry 50 marks which will be reduced to 30 marks each. One Paper in Semester III, Pedagogy of a School Subject Part III will also carry 50 marks.

### PATTERN FOR MAX. MARKS 100

Section	Questions	Marks	Total
Part I	Very Short Answer Type	10 x 3	30
Part II	Short answers Type (out of eight questions)	5 x 8	40
Part III	Essay Type (with internal choice)	2 x 15	30
Total Marks			100

### PATTERN FOR MAX. MARKS 50

Section	Questions	Marks	Total
Part I	Short answers Type (out of eight questions)	5 X 7	35
Part II	Essay Type (with internal choice)	1 x 15	15
Total Marks			50

## M.Ed. Degree - First Year

### Theory

### SEMESTER - I

#### Group A - Perspectives Courses

1. History and Political Economy of Education
2. Education for Knowledge Construction
3. Perspectives of Teacher Education

#### Group B - Tool Courses

4. Introduction to Educational Research

## SEMESTER - II

### Group A - Perspectives Courses

5. Philosophy of Education
6. Sociology of Education
7. Curriculum Development and Instructional Technology
8. Psychology of Learning and Development

## M.Ed. Degree - Second Year

### Theory

## SEMESTER - III

### Group A - Perspectives Courses

9. Specialization: Structure, Status and Issues in Secondary Education
10. Advanced Educational Research and Statistics
11. **Thematic Specialization: (Any One)**
  - i) Guidance and Counselling
  - ii) Education for Differently Abled Learners
  - iii) Adult Education

## SEMESTER - IV

### Group A - Perspectives Courses

12. Curriculum, Pedagogy and Assessment of Secondary Education
13. Teacher Education: Issues and Challenges
14. **Thematic Specialization: (Any One)**
  - iv) Educational Management, Administration and Leadership
  - v) Advanced Educational Technology
  - vi) Early Childhood Education

### Credit Based Semester System.

The College has introduced credit-based (semester) system from the academic year 2005 - 2006 which includes both theory and practicals. A minimum of ..64... credits in theory and a minimum of ...24... credits in practicals have to be secured by a student for the completion of the course.

### Scheme of Examination

The scheme of Examination for each Semester includes Internal Assessment for 40 marks. This contains Tests, Seminars and Assignments.

The theory examination for a duration of 3 hours shall be for 100 marks.

#### SEMESTER - I

Name of the Paper	Course Code	Credits	Internal Marks	External Marks	Total
1. History and Political Economy of Education	CC1	4	40	60	100
2. Education for Knowledge Construction	CC2	4	40	60	100
3. Introduction to Educational Research	CC3	4	40	60	100
4. Perspectives of Teacher Education	CC4	4	40	60	100
<b>Total</b>		<b>16</b>	<b>160</b>	<b>240</b>	<b>400</b>

#### SEMESTER - II

Name of the Paper	Course Code	Credits	Internal Marks	External Marks	Total
5. Philosophy of Education	CC5	4	40	60	100
6. Sociology of Education	CC6	4	40	60	100
7. Curriculum Development and Instructional Technology	CC7	4	40	60	100
8. Psychology of Learning and Development	CC8	4	40	60	100
<b>Total</b>		<b>16</b>	<b>160</b>	<b>240</b>	<b>400</b>

### SEMESTER - III

Name of the Paper	Course Code	Credits	Internal Marks	External Marks	Total
9. Specialization: Structure, Status & Issues in Secondary Education	CC9	4	50	50	100
10. Advanced Educational Research & Statistics	CC10	4	50	50	100
11. Thematic Specialization: (Any One) i) Guidance and Counselling ii) Education for Differently Abled Learners iii) Adult Education	CC11	4	50	50	100
<b>Total</b>		<b>12</b>	<b>150</b>	<b>150</b>	<b>300</b>

### SEMESTER - IV

Name of the Paper	Course Code	Credits	Internal Marks	External Marks	Total
12. Curriculum, Pedagogy and Assessment of Secondary Education	CC12	4	50	50	100
13. Teacher Education: Issues and Challenges	CC13	4	50	50	100
14. Thematic Specialization: (Any One) iv) Educational Management, Administration and Leadership v) Advanced Educational Technology vi) Early Childhood Education	CC14	4	50	50	100
<b>Total</b>		<b>12</b>	<b>150</b>	<b>150</b>	<b>300</b>

### Question Paper Design

The question paper designed for 3 hours will be in Part-A and Part-B with the number of questions and allotment of marks detailed below.

Section	Questions	Marks	Total
Part-I	3 Essay Questions (700 words) (with internal choice)	3 X 20	60
Part-II	Short answer type (300 words) 8 out of 12 questions	8 X 5	40
		<b>Total</b>	<b>100</b>

The mark sheet issued at the end of the semester shall contain the details of all the subjects taken which shall include the title of the subjects, the credits associated with each subject, the marks secured and the final class in which the student is placed.

### M.Ed., Practicum Components - First Year

S.No.	Activities	Credits	Marks
	<b>Semester I</b>		
1.	Field Internship in a Teacher Education Institution	3	50
2.	Dissertation - Preliminary Work	2	50
3.	Communication Skills	2	50
	<b>Semester II</b>		
4.	Expository Writing	2	50
5.	Psychology Experiments based on Cognition	2	50
6.	Self Development for Healthy Life Style	2	50
	<b>Total</b>	<b>13</b>	<b>300</b>

### M.Ed., Practicum Components - Second Year

S.No.	Activities	Credits	Marks
	<b>Semester III</b>		
7.	Hands on Training	2	50
8.	Preparation of Synopsis	1	50
9.	Field Internship in a area of Specialisation	3	50
10.	Academic Writing	2	50
	<b>Semester IV</b>		
11a.	Dissertation	4	150
11b.	Viva Voce	2	50
	<b>Total</b>	<b>14</b>	<b>400</b>

## GOVERNING BODY

1. Very Rev. Mother Celine Nirmala  
Superior General                      Chairperson
2. Rev. Sr. Odilia  
Provincial                                  Member
3. Sr. Pauline Mary                      Secretary
4. Dr. Mrs. Joseph Catherine  
Principal                                  Ex-Officio Member
5. To be Nominated                      UGC Nominee
6. Dr. A. Vennila,  
Regional Joint Director of Collegiate Edn.  
Chennai Region.                      State Govt. Nominee
7. Dr. G. Vasimalai Raja,  
Associate Professor  
Alagappa University, Karaikudi                      University Representative
8. Dr. Mrs. Doreen Gnanam,  
Associate Professor  
Meston College of Education                      Educationist
9. Dr. Mrs. A. Alma Juliet Pamela                      Associate Prof. of  
Education
10. Mrs. P. Caroline Jeba Sorna                      Member Secretary
11. Dr. Sr. Irudaya Pushpam                      Treasurer



## **MANAGEMENT MEMBERS**

1. Rev. Sr. Antony Briget. A
2. Rev. Sr. Annuncia
3. Rev. Sr. Pauline Mary
4. Rev. Sr. Susanna Pushpam
5. Rev. Sr. Chinnamal Pauline
6. Rev. Sr. Irudaya Pushpam. I
7. Rev. Sr. Sebasthi Mary. A

## BOARD OF STUDIES

1. Sr. Pauline Mary Secretary
2. Dr. Mrs. Joseph Catherine Principal

### H.O.D'S of the College

1. Dr. Mrs. A. Alma Juliet Pamela Associate Prof. of Education
2. Dr. Mrs. Jain Shanthini Directress S.G. in Phy. Edn.
3. Dr. Mrs. K.A. Sheeba Assistant Prof. of Phy. Sci.
4. Mrs. P. Caroline Jeba Sorna Assistant Prof. Maths
5. Mrs. Annapoorani Assistant Prof. of Tamil
6. Mrs. Annapriya Assistant Prof. of History
7. Dr. Mrs. Jeyanthi Assistant Prof. of Maths
8. Sr. C. Christina Mary Assistant Prof. of Education
9. Mrs. J. Rubina Assistant Prof. of Psychology
10. Sr. M. Irudhaya Mary Assistant Prof. of English
11. Mrs. F. Dafini Pinky Assistant Prof. of Commerce
12. Mrs. K. Mangai Assistant Prof. of Education

### Two Experts in the Subject from outside the College

1. Dr. N. Kalaiarasi  
Associate Professor  
N.K.T College of Education, Chennai Subject Expert
2. Dr. Prabu Shankar,  
Assistant Professor  
Institute of Advanced Study in Education  
Saidapet, Chennai - 600 015. Subject Expert

### One Expert to be nominated by the University

1. Dr. Sr. Vasanthi Medona University Nominee  
Assistant Professor  
St. Ignatius College of Education (Autonomous),  
Palayamkottai, Tirunelveli - 627 002
2. Miss. A. Mary Jancy Alumna  
Senior Lecturer, DIET, Chennai
3. Ms. Sumithra M. Gowthama Representative from allied area  
Senior Faculty, The School

### Member Secretary

Mrs. P. Caroline Jeba Sorna

## ACADEMIC COUNCIL

- |    |                           |           |
|----|---------------------------|-----------|
| 1. | Sr. Pauline Mary          | Secretary |
| 2. | Dr. Mrs. Joseph Catherine | Principal |

### H.O.D'S of the College

- |     |                                |                               |
|-----|--------------------------------|-------------------------------|
| 1.  | Dr. Mrs. A. Alma Juliet Pamela | Associate Prof. of Education  |
| 2.  | Dr. Mrs. Jain Shanthini        | Directress S.G. in Phy. Edn.  |
| 3.  | Dr. Mrs. K.A. Sheeba           | Assistant Prof. of Phy. Sci.  |
| 4.  | Mrs. P. Caroline Jeba Sorna    | Assistant Prof. Maths         |
| 5.  | Mrs. Annapoorani               | Assistant Prof. of Tamil      |
| 6.  | Mrs. Annapriya                 | Assistant Prof. of History    |
| 7.  | Dr. Mrs. Jeyanthi              | Assistant Prof. of Maths      |
| 8.  | Sr. C. Christina Mary          | Assistant Prof. of Education  |
| 9.  | Mrs. J. Rubina                 | Assistant Prof. of Psychology |
| 10. | Sr. M. Irudhaya Mary           | Assistant Prof. of English    |
| 11. | Mrs. F. Dafini Pinky           | Assistant Prof. of Commerce   |
| 12. | Mrs. K. Mangai                 | Assistant Prof. of Education  |

### Four Experts from outside the College

- |   |  |                    |
|---|--|--------------------|
| 1 | Dr. Mrs. Sujita Sangamitra<br>Associate Professor of Geography (Retd.)                               | Expert (Education) |
| 2 | Mr. P. Godson Swaminathan<br>Advocate, Bar Association,<br>High Court of Madrass                     | Expert (Law)       |
| 3 | Mr. A. John Bosco<br>Macse Bag House, Stringer Street Chennai  | Expert (Industry)  |
| 4 | Dr. S. Bama<br>Asst. Prof. of Commerce<br>Ambedkar College of Arts & Science,<br>Vyasarpadi, Chennai | Expert (Commerce)  |

### Three Nominees from University

- |   |  |                    |
|---|--|--------------------|
| 1 | Dr. Nachimuthu<br>Prof. & Head, Dept. of Education<br>Periyar University, Salem - 3            | University Nominee |
| 2 | Dr. B. Kannan<br>Assistant Professor<br>Madurai Kamaraj University, Madurai - 21               | University Nominee |
| 3 | Dr. S. Arul Samy<br>Assistant Professor of Education<br>Bharathiar University, Coimbatore - 45 | University Nominee |

### Member Secretary

Mrs. P. Caroline Jeba Sorna  
Assistant Professor of Maths

### **I.Q.A.C. (Internal Quality Assurance Cell)**

Secretary	Sr. Pauline Mary
Principal	Dr. Mrs. Joseph Catherine
Administrative Officers	Sr. Sebasti Mary Mrs. V. Hema Rani
Staff	Dr. Mrs. Sheeba Assistant Professor of Phy. Sci.  Sr. C. Christina Mary Associate Professor of Education  Mrs. J. Rubina Assistant Professor of Psychology
Co-ordinator of the IQAC	Dr. Mrs. Alma Juliet Pamela Associate Professor of Education
Member from the Management	Dr. Sr. Ruby Alangara Mary Secretary, Nirmala College for Women Coimbatore
Nominees from the Local Society	Dr. Mrs. K. Sarala Devi Associate Professor of Phy. Sci. Meston College of Education  Dr. Mrs. Kapila Shobini Associate Professor of English IASE, Saidapet
Secretary	Sr. M. Irudhaya Mary Assistant Professor of English

## **ADMISSION COMMITTEE**

Sr. Pauline Mary  
Dr. Mrs. Joseph Catherine  
Mrs. B. Annapoorani  
Dr. Mrs. Jain Shanthini - Secretary  
Mrs. P. Nalini

## **PLANNING AND EVALUATION COMMITTEE**

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Dr. Mrs. Joseph Catherine  
Dr. Mrs. Alma Juliet Pamela  
Dr. Mrs. Jain Shanthini  
Dr. K.A. Sheeba - Secretary  
Dr. Mrs. Jeyanthi

## **EXAMINATION COMMITTEE**

Dr. Mrs. Joseph Catherine  
Dr. Mrs. K.A. Sheeba  
Sr. M. Irudhaya Mary  
Mrs. B. Annapoorani  
Mrs. J. Rubina - Secretary

## **RESEARCH DEVELOPMENT COMMITTEE**

Dr. Mrs. Joseph Catherine  
Dr. Mrs. Alma Juliet Pamela - Secretary  
Dr. Mrs. Jain Shanthini  
Dr. Mrs. K.A. Sheeba  
Dr. Mrs. Jeyanthi

## **GRIEVANCES APPEAL COMMITTEE**

Sr. Pauline Mary  
Dr. Mrs. Joseph Catherine  
Mrs. J. Annapriya - Secretary  
Dr. Mrs. Jain Shanthini  
Sr. C. Christina Mary  
Mrs. F. Dafini Pinky

## **LIBRARY COMMITTEE**

Dr. Mrs. Joseph Catherine  
Sr. Beryl  
Sr. M. Irudhaya Mary  
Mrs. K. Mangai  
Mrs. J. Rubina - Secretary

**STUDENTS WELFARE AND EXTRA CURRICULAR ACTIVITIES COMMITTEE**

Dr. Mrs. Joseph Catherine  
Dr. Mrs. Jain Shanthini  
Dr. Mrs. B. Annapoorani  
Mrs. F. Dafini Pinky - Secretary

**ACADEMIC AUDIT COMMITTEE**

Sr. Pauline Mary  
Dr. Mrs. Joseph Catherine  
Dr. Mrs. Jeyanthi - Secretary  
Sr. C. Christina Mary  
Mrs. F. Dafini Pinky

**MEDIA AND PUBLIC RELATIONS COMMITTEE**

Mrs. B. Annapoorani  
Mrs. P. Caroline Jeba Sorna  
Ms. F. Dafini Pinky  
Mrs. K. Mangai - Secretary

**FINANCE COMMITTEE**

Sr. Pauline Mary  
Dr. Mrs. Joseph Catherine  
Mr. CA. Prabhakaran. C.S., - Chartered Accountant  
Dr. Sr. Irudaya Pushpam  
Mrs. P. Caroline Jeba Sorna - Secretary

**PLACEMENT CELL**

Sr. M. Irudhaya Mary - Co-ordinator  
Mrs. A. Jesintha Rani

**PARENT TEACHER ASSOCIATION**

Mrs. P. Caroline Jeba Sorna - Secretary  
Mrs. K. Mangai

**ALUMNI**

Dr. Mrs. Alma Juliet Pamela - Co-ordinator  
Mrs. J. Annapriya - Secretary  
Mrs. F. Dafini Pinky  
Mrs. J. Rubina

**WOMEN'S CELL**

Dr. Mrs. Jain Shanthini  
Sr. M. Irudaya Mary  
Mrs. B. Annapoorani - Co-ordinator  
Mrs. F. Dafini Pinky

**YOUTH RED CROSS**

Mrs. J. Annapriya - Co-ordinator

**RED RIBBON CLUB**

Mrs. J. Rubina - Co-ordinator

## FACULTY MEMBERS

**Sr. Pauline Mary**, M.Sc., M.Phil., B.Ed., PGDCA

Secretary

- 1. Dr. Mrs. Joseph Catherine**, M.Sc., M.Phil., M.Ed., Ph.D.,  
Principal
- 2. Dr. Mrs. A. Alma Juliet Pamela** M.Sc., M.Phil., M.Ed., Ph.D.,  
Associate Professor of Education
- 3. Dr. Mrs. K.A. Sheeba**, M.Sc., M.Ed., Ph.D., (NET)  
Assistant Professor of Physical Science, Controller of Examinations
- 4. Mrs. P. Caroline Jeba Sorna**, M.Sc., (Maths) M.Sc., (Psy), M.Phil (Maths)  
M.Ed., M.Phil (Edn) (NET)  
Assistant Professor of Maths
- 5. Mrs. B. Annapoorani**, M.A., M.Phil., (Tamil), M.Ed., M.Phil.,(Edn.), M.A., (Ling),  
(NET) (SET)  
Assistant Professor of Tamil
- 6. Mrs. J. Annapriya**, M.A., (History), M.Ed., M.Phil.,(Edn.), M.A., (Tamil), M.A.,  
(Public Admn.) (NET)  
Assistant Professor of History
- 7. Dr. Mrs. J. Jain Shanthini**, B.Sc., M.A., (Psy.), M.Phil., M.PEd., Ph.D., (SLET)  
Directress (SG) in Physical Education
- 8. Mrs. J. Rubina**, M.Sc., (ZOO), M.Ed., M.Phil., (Edn.), M.Sc., (Psy), (NET), PGDCA  
Assistant Professor of Psychology, Asst. Controller of Examinations
- 9. Sr. M. Irudhaya Mary**, M.A., (Eng), M.Phil., (ELT.), M.Ed., NET (Edn)  
Assistant Professor of English
- 10. Sr. Antony Briget**, M.A., MLIS, M.Phil  
Librarian

## **FACULTY MEMBERS (MANAGEMENT)**

1. Dr. Mrs. Jeyanthi, M.Sc., (Maths), M.Sc., (Psy), M.Sc., (G&C), M.S.,(Edn. Mgt.) M.Ed., M.Phil., (Edn.),PGDHRM., Ph.D., (SLET)  
Assistant Professor of Education
2. Sr. C. Christina Mary, M.Sc., M.A., (Psy), M.A. (Yoga), M.Ed.,MPhil.(Zoo), (NET)  
Assistant Professor of Education
3. Sr. S. Paul Mary, M.A., M.Ed., (NET)  
Assistant Professor of Education
4. Dr. Mrs. Bagyalakshmi, M.A., M.Ed.,M.Phil., (Edn.), M.Phil., (Tamil)  
NET (Tamil), Ph.D (Tamil)  
Assistant Professor of Tamil
5. Mrs. F. Dafini Pinky, M.Com., M.Ed., M.Phil., (Edn.) SET (Edn.)  
Assistant Professor of Commerce
6. Mrs.K. Mangai,M.Sc., (Chem), M.A., (Eng.), M.Ed., M.Phil., (Edn.), NET, SET  
Assistant Professor of Education
7. Dr. Ms. L. Annie Kavitha, M.Sc., M.Ed., Ph.D.,  
Assistant Professor of Education

## **ADMINISTRATIVE STAFF**

1. Dr. Sr. Irudaya Pushpam, B.Com., D.S.M. D.I.S.P., D.S.M.S. D.C.A
2. Sr. Sebasthi Mary, M.Com
3. Mrs. V. Hema Rani, M.Com
4. Mrs. P. Nalini, B.A., MLIS

## **TECHNICAL STAFF**

1. Mr. S. Ravi, B.Sc.,
2. Mr. J. Arun Lordson Shepherd, B.Sc., HDSE.,

## **OFFICE STAFF: (Supporting Staff)**

1. Mr. A. Chella Durai
2. Mrs. K. Savithri
3. Mr. K. Dilli Babu
4. Mr. P. Kumaran
5. Mr. K. Sanjay
6. Mrs. A. Sagayam
7. Mrs. Helen Mary
8. Mrs. C. Philomina
9. Mrs. A. Jothi



JULY 2017		
Date	Day	
1	SATURDAY	
2	SUNDAY	
3	MONDAY	
4	TUESDAY	
5	WEDNESDAY	
6	THURSDAY	
7	FRIDAY	
8	SATURDAY	
9	SUNDAY	
10	MONDAY	
11	TUESDAY	
12	WEDNESDAY	College Reopens for B.Ed & M.Ed II year
13	THURSDAY	
14	FRIDAY	Staff Enrichment Programme
15	SATURDAY	Holiday
16	SUNDAY	
17	MONDAY	Inaugural Mass for B.Ed & M.Ed II Year
18	TUESDAY	Board of Studies Meeting
19	WEDNESDAY	Content Test for B.Ed II year
20	THURSDAY	School visit for B.Ed II year
21	FRIDAY	Academic Council Meeting
22	SATURDAY	Holiday
23	SUNDAY	
24	MONDAY	
25	TUESDAY	
26	WEDNESDAY	
27	THURSDAY	
28	FRIDAY	
29	SATURDAY	
30	SUNDAY	
31	MONDAY	

No. of Working days: 15

<b>AUGUST 2017</b>		
<b>Date</b>	<b>Day</b>	
1	TUESDAY	Teaching Practice begins for B.Ed II year
2	WEDNESDAY	College Reopens for B.Ed, M.Ed and M.Phil I year
3	THURSDAY	Orientation Programme
4	FRIDAY	"
5	SATURDAY	Holiday
6	SUNDAY	
7	MONDAY	Field Internship for M.Ed II year
8	TUESDAY	"
9	WEDNESDAY	"
10	THURSDAY	"
11	FRIDAY	"
12	SATURDAY	Holiday
13	SUNDAY	
14	MONDAY	Krishna Jayanthi - Holiday
15	TUESDAY	Independence Day - Holiday
16	WEDNESDAY	
17	THURSDAY	
18	FRIDAY	Introduction Day
19	SATURDAY	Introduction Day
20	SUNDAY	
21	MONDAY	
22	TUESDAY	
23	WEDNESDAY	
24	THURSDAY	Election of the office bearers
25	FRIDAY	Vinayagar Chathurthi - Holiday
26	SATURDAY	Holiday
27	SUNDAY	
28	MONDAY	
29	TUESDAY	
30	WEDNESDAY	Student Union Inauguration
31	THURSDAY	

No. of Working days B.Ed & M.Ed I year: 20, II year: 21

SEPTEMBER 2017		
Date	Day	
1	FRIDAY	
2	SATURDAY	Bakrid - Holiday
3	SUNDAY	
4	MONDAY	
5	TUESDAY	
6	WEDNESDAY	
7	THURSDAY	
8	FRIDAY	Research Colloquim I
9	SATURDAY	Holiday
10	SUNDAY	
11	MONDAY	
12	TUESDAY	
13	WEDNESDAY	
14	THURSDAY	
15	FRIDAY	
16	SATURDAY	Working Day
17	SUNDAY	
18	MONDAY	
19	TUESDAY	
20	WEDNESDAY	
21	THURSDAY	
22	FRIDAY	
23	SATURDAY	Working Day
24	SUNDAY	
25	MONDAY	Internal Test I - I Year
26	TUESDAY	
27	WEDNESDAY	Talent Day
28	THURSDAY	Talent Day
29	FRIDAY	Ayudha Pooja - Holiday
30	SATURDAY	Vijayadasami - Holiday

No. of Working days B.Ed, M.Ed I & II year: 22

<b>OCTOBER 2017</b>		
<b>Date</b>	<b>Day</b>	
1	SUNDAY	Muharram - Holiday
2	MONDAY	Gandhi Jayanthi - Holiday
3	TUESDAY	Wild Life week / Data Collection I M.Ed & M.Phil
4	WEDNESDAY	"
5	THURSDAY	"
6	FRIDAY	"
7	SATURDAY	"
8	SUNDAY	
9	MONDAY	
10	TUESDAY	
11	WEDNESDAY	
12	THURSDAY	
13	FRIDAY	Seminar Cum Workshop on Yoga
14	SATURDAY	
15	SUNDAY	
16	MONDAY	Classes resume for I M.Ed & M.Phil after Data Collection
17	TUESDAY	
18	WEDNESDAY	Deepavali - Holiday
19	THURSDAY	
20	FRIDAY	
21	SATURDAY	Working Day
22	SUNDAY	
23	MONDAY	
24	TUESDAY	
25	WEDNESDAY	
26	THURSDAY	
27	FRIDAY	
28	SATURDAY	Holiday
29	SUNDAY	
30	MONDAY	Internal Test II - I year
31	TUESDAY	

No. of Working days B.Ed, M.Ed I & II year: 23

<b>NOVEMBER 2017</b>		
<b>Date</b>	<b>Day</b>	
1	WEDNESDAY	
2	THURSDAY	All Souls Day - Holiday
3	FRIDAY	
4	SATURDAY	
5	SUNDAY	
6	MONDAY	
7	TUESDAY	
8	WEDNESDAY	
9	THURSDAY	
10	FRIDAY	
11	SATURDAY	Parent Teachers Meeting
12	SUNDAY	
13	MONDAY	
14	TUESDAY	
15	WEDNESDAY	
16	THURSDAY	
17	FRIDAY	
18	SATURDAY	Holiday
19	SUNDAY	
20	MONDAY	School Internship For B.Ed First Year
21	TUESDAY	Our Lady of Presentation Feast - Holiday
22	WEDNESDAY	
23	THURSDAY	
24	FRIDAY	IQAC - Meeting, Teaching Practice ends for B.Ed II year
25	SATURDAY	
26	SUNDAY	
27	MONDAY	Classes resume for B.Ed II year after Teaching Practice
28	TUESDAY	
29	WEDNESDAY	Internal Test - B.Ed II Year
30	THURSDAY	Last Working day for M.Ed II year

No. of Working days B.Ed, M.Ed I & II year: 23

<b>DECEMBER 2017</b>		
<b>Date</b>	<b>Day</b>	
1	FRIDAY	Milad-un-nabi - Holiday
2	SATURDAY	
3	SUNDAY	
4	MONDAY	Model Exams begins for M.Ed - II year
5	TUESDAY	
6	WEDNESDAY	
7	THURSDAY	Model Exam for B.Ed - II year
8	FRIDAY	Model Exams for B.Ed & M.Ed - I year
9	SATURDAY	Working day
10	SUNDAY	
11	MONDAY	Semester Exam for M.Ed - II year
12	TUESDAY	Internal Test II - B.Ed II year
13	WEDNESDAY	
14	THURSDAY	Preparation for Camp
15	FRIDAY	
16	SATURDAY	Working day
17	SUNDAY	
18	MONDAY	Annual Citizenship Camp
19	TUESDAY	
20	WEDNESDAY	Semester Exam for B.Ed II year
21	THURSDAY	Camp Valedictory / Christmas Celebration
22	FRIDAY	College Closes for Christmas
23	SATURDAY	
24	SUNDAY	
25	MONDAY	Christmas
26	TUESDAY	
27	WEDNESDAY	
28	THURSDAY	
29	FRIDAY	
30	SATURDAY	
31	SUNDAY	

No. of Working days B.Ed, M.Ed I & II year: 16

<b>JANUARY 2018</b>		
<b>Date</b>	<b>Day</b>	
1	MONDAY	
2	TUESDAY	
3	WEDNESDAY	College reopens/II Semester begins for B.Ed, M.Ed II year
4	THURSDAY	I Semester Exams begin for B.Ed & M.Ed I Year & M.Phil (FT)
5	FRIDAY	
6	SATURDAY	Working day
7	SUNDAY	
8	MONDAY	
9	TUESDAY	
10	WEDNESDAY	
11	THURSDAY	II Semester begins for I year B.Ed & M.Ed
12	FRIDAY	
13	SATURDAY	Holiday
14	SUNDAY	Pongal - Holiday
15	MONDAY	
16	TUESDAY	Thiruvalluvar Day - Holiday
17	WEDNESDAY	Uzhavar Thirunal - Holiday
18	THURSDAY	
19	FRIDAY	
20	SATURDAY	Working day
21	SUNDAY	
22	MONDAY	
23	TUESDAY	
24	WEDNESDAY	
25	THURSDAY	
26	FRIDAY	Republic Day - Holiday
27	SATURDAY	Working day
28	SUNDAY	
29	MONDAY	
30	TUESDAY	
31	WEDNESDAY	

No. of Working days B.Ed & M.Ed I year: 17, II year: 20

<b>FEBRUARY 2018</b>		
<b>Date</b>	<b>Day</b>	
1	THURSDAY	
2	FRIDAY	Sports Day
3	SATURDAY	Holiday
4	SUNDAY	
5	MONDAY	
6	TUESDAY	
7	WEDNESDAY	
8	THURSDAY	
9	FRIDAY	National Seminar
10	SATURDAY	"
11	SUNDAY	
12	MONDAY	Internal Test I for B.Ed & M.Ed
13	TUESDAY	
14	WEDNESDAY	Research Colloquim II
15	THURSDAY	
16	FRIDAY	Intercollegiate Physical Science Model Making Competions
17	SATURDAY	Holiday
18	SUNDAY	
19	MONDAY	
20	TUESDAY	
21	WEDNESDAY	
22	THURSDAY	
23	FRIDAY	Practical Commission for B.Ed & M.Ed II year
24	SATURDAY	Holiday
25	SUNDAY	M.Ed Internship in a College of Education
26	MONDAY	
27	TUESDAY	
28	WEDNESDAY	

No. of Working days B.Ed, M.Ed I & II year: 21



<b>MARCH 2018</b>		
<b>Date</b>	<b>Day</b>	
1	THURSDAY	
2	FRIDAY	
3	SATURDAY	Holiday
4	SUNDAY	
5	MONDAY	
6	TUESDAY	
7	WEDNESDAY	
8	THURSDAY	
9	FRIDAY	
10	SATURDAY	Campus Interview for B.Ed II year
11	SUNDAY	
12	MONDAY	
13	TUESDAY	
14	WEDNESDAY	
15	THURSDAY	
16	FRIDAY	Reflection Day
17	SATURDAY	Holiday
18	SUNDAY	Ugadi
19	MONDAY	Internal Test II B.Ed & M.Ed
20	TUESDAY	
21	WEDNESDAY	
22	THURSDAY	
23	FRIDAY	
24	SATURDAY	
25	SUNDAY	
26	MONDAY	
27	TUESDAY	
28	WEDNESDAY	
29	THURSDAY	Mahavir Jayanthi - Holiday
30	FRIDAY	Good Friday - Holiday
31	SATURDAY	Holiday

No. of Working days B.Ed & M.Ed I year: 22

APRIL 2018		
Date	Day	
1	SUNDAY	
2	MONDAY	
3	TUESDAY	
4	WEDNESDAY	
5	THURSDAY	
6	FRIDAY	College Day
7	SATURDAY	Holiday
8	SUNDAY	
9	MONDAY	
10	TUESDAY	
11	WEDNESDAY	M.Ed - Submission of Thesis
12	THURSDAY	
13	FRIDAY	Practical Exam for B.Ed & M.Ed I Year
14	SATURDAY	Tamil New Year / Dr. Ambedkar Jayanthi - Holiday
15	SUNDAY	
16	MONDAY	
17	TUESDAY	
18	WEDNESDAY	
19	THURSDAY	
20	FRIDAY	M.Phil - Submission of Thesis
21	SATURDAY	Working day
22	SUNDAY	
23	MONDAY	
24	TUESDAY	
25	WEDNESDAY	
26	THURSDAY	
27	FRIDAY	M.Ed & M.Phil Viva Voce
28	SATURDAY	Working day
29	SUNDAY	
30	MONDAY	

No. of Working days B.Ed & M.Ed I year: 14, II year: 23

MAY 2018		
Date	Day	
1	TUESDAY	May Day - Holiday
2	WEDNESDAY	
3	THURSDAY	
4	FRIDAY	Valedictory Function
5	SATURDAY	Model Exams begins for B.Ed & M.Ed II Year
6	SUNDAY	
7	MONDAY	
8	TUESDAY	"
9	WEDNESDAY	
10	THURSDAY	"
11	FRIDAY	Online Exam II Year B.Ed / Model Exams B.Ed & M.Ed I Year
12	SATURDAY	Online Exam II Year M.Ed
13	SUNDAY	
14	MONDAY	IV Semester Exams begin for B.Ed & M.Ed II Year
15	TUESDAY	
16	WEDNESDAY	
17	THURSDAY	Online Exam M.Ed I year
18	FRIDAY	Online Exam B.Ed I year
19	SATURDAY	
20	SUNDAY	
21	MONDAY	Semester II Exams begin for B.Ed & M.Ed I Year
22	TUESDAY	
23	WEDNESDAY	
24	THURSDAY	
25	FRIDAY	
26	SATURDAY	
27	SUNDAY	
28	MONDAY	
29	TUESDAY	
30	WEDNESDAY	
31	THURSDAY	

No. of Working days B.Ed & M.Ed I year: 15, II year: 10

## **A PRAYER OF ST. FRANCIS OF ASSISI**

Lord, make me an instrument of your peace,  
Where there is hatred, let me sow love  
Where there is injury, pardon  
Where there is doubt, faith  
Where there is despair, hope  
Where there is darkness, light  
And where there is sadness, joy  
O Divine Master, grant that I may  
Not so much seek to be consoled as to console;  
To be understood as to understand;  
To be loved as to love ;  
For it is in giving that we receive,  
It is in pardoning that we are pardoned ;  
And it is in dying that we are born to eternal life.

## NOVENA

O Jesus, who has said, " Ask and you shall receive ; seek and you shall find; knock and it shall be opened unto you" through the intercession of Mary thy most holy mother I knock, I seek, I ask that my prayer be granted.

(Mention your request)

O Jesus, who has said, " All that you ask Father in my name, He will grant you" through the intercession of Mary, Thy most holy Mother. I humbly and ungently ask Thy father in thy name that my Prayer be granted.

(Mention your request)

O Jesus, who has said, " Heaven and earth shall pass away but my word shall not pass " through the intercession of Mary, thy most Holy Mother, I am confident that my prayer will be granted.

(Mention your request)

## COLLEGE SONG

Brightly shines the star of Morn  
Over our crest so proudly borne  
Let our souls reflect the light  
That dispels the dark of night  
Let our lives be radiant pure  
Strong to labour and endure  
Till at last the eternal day  
Dawns and earth shall pass away

Stella Matutina Morning Star  
Guard and guide us on life's way  
Faith and hope shall lead us far  
Upward onward neath its ray

Sweetly shines the Star of morn  
Over our banner proudly borne  
Blue and Gold against the skies  
Behold our college colours rise  
Fidelity and love we swear  
To the emblem burnished there  
Truth and Charity shall reign  
In our hearts without a stain.

## **HYMNS**

1. There shall be showers of blessing  
This is the promise of love;  
There shall be seasons refreshing  
Sent from the Saviour above.

Ref

Showers of blessing,  
Showers of blessing we need;  
Mercy drops round us are falling,  
But for the showers we plead.

2. There shall be showers of blessing  
Precious reviving again;  
Over the hills and the valleys  
Sound of abundance of rain

## **Song 2**

Seek ye first the kingdom of God  
And His righteousness  
And all these things shall be  
Added unto you, Hallelu halleluia

Ref

Halleluia (3) Hallelu Halleluia  
Ask and it shall be added unto you  
Seek and ye shall find  
Knock and it shall be open unto you  
Hallelu Halleluia.

Man shall not live by bread alone  
But by every word, that proceeds from  
The mouth of the Lord.  
Hallelu Halleluia.

### Song 3

O! Lord my God, when I in awesome wonder  
Consider all the works Thy hands have made,  
I see the stars, I hear the mighty thunder,  
Thy pow'r thro'out the universe displayed.

#### Refrain

Then sings my soul, my Saviour God to Thee;  
How great Thou art, How great Thou art!  
Then sings my soul, My Saviour God to Thee;  
How great Thou art, How great Thou art!

When thro'the woods and forest glades I wander  
And hear the birds sing sweetly in the trees;  
When I look down from lofty mountain grandeur  
And hear the brook and feel the gentle breeze;  
Sound of abundance of rain.

### Song 4

We are gathering together unto Him,  
We are gathering together unto Him,  
Unto Him shall the gathering of the people be,  
We are gathering together unto Him,

2. Singing, 3. Offering, 4. Praying, 5. Thanking



## Song 5

Just like a child who trusts his father dear  
And who delights to feel his presence near,  
Just like a child whose mind has not a doubt.  
And whose heart is never proud.

Here I come, O Lord,  
Here I come just like a child,  
Here I come, O Lord,  
Here I come just like a child.

Just like a child so weak he cannot stand  
But who holds firm and tight his mother' hand  
Just like a child who sings in bright daylight,  
Fearing not the long dark night.

Just like a child that guilty deeds oppress  
With mind and heart in trouble and distress,  
Who throws himself into his mother's arms,  
Sure she'll free him from his qualms.

## Song 6

There are numerous strings in your lute,  
Let me add my own among them.

1. Then when you smite your chords,  
My heart will break its silence,  
And my heart will be one with your song.

Amidst you numberless stars,  
Let me place my own little lamp.

In the dance of your festival of lights,  
My heart will throb and  
My life will be one with your smile.

## Song 7

Great indeed are your works, O Lord,  
Now and evermore.  
Great indeed are your works, O Lord,  
Now and evermore.

The universe, night and day,  
tells of all your wonders.  
You are our life and our light;  
We shall praise you always.

You are the path which we tread,  
You will lead us onward.  
From every corner of earth,  
all the nations gather.

You lead us all by the  
hand to the heavenly  
kingdom. Then at the end of all time,  
You will come in glory.

## Song 8

O give thanks to the Lord, for he is good (3)  
Yes, eternal is his love.

I will sing to my God never ceasing  
All my life, I will tell of his wonders:  
He's the maker of all earth and heaven,  
of the ocean, the seas and all they hold.

The Almighty is faithful for ever:  
He is just to the poor and the outraged:  
It is He who gives bread to the hungry  
Who delivers the captives from their chains.

## **Song 9**

I will sing of the mercies of the Lord,  
For ever I will sing, I will sing (2).

With my mouth will I make known  
Your faithfulness, your faithfulness,  
With my mouth will I make known  
Your faithfulness, your faithfulness.

## **Song 10**

Praise God, Praise God,  
Let his love remind us of the power of his name,  
Praise God, Praise God,  
All creation sings its song of praise.

I will praise you, God and King,  
Each and every day.  
My mouth shall never cease to sing,  
And I will bless your name for ever.

Lord, you're highly to be praised;  
your greatness overwhelms,  
Age on age will praise your works  
And I will bless your name for ever.

## Song 11

Till the end of my days, O Lord,  
I will bless your name, sing your praise,  
Give you thanks, all my days.

You have made me little less than a God,  
And have lavished my heart with your love.  
With dignity and honour you've clothed me,  
Given me rule over all.

You have blessed me with good things and plenty  
And surrounded my table with friends.  
Their love and their laughter enrich me,  
Together we sing your praise.

## Song 12

Bind us together, Lord, bind us together  
With cords that cannot be broken.  
Bind us together, Lord (2)  
Bind us together in love.

1. There is only one God, there is only one king,  
There is only one body, that is why we sing;
2. Though there are many branches,  
There is only one vine,  
We are one in Christ Jesus, that is why
3. One with christ in his death,  
That, as one, we might rise.  
So we are but one people, that is why
4. There is only one table,  
Christ alone is our host.  
He invites us together, that is why

### Song 13

Make me a servant, humble and meek,  
Lord, let me lift up those who are weak,  
And may the prayer of my heart always be:  
Make me a servant, make me a servant,  
Make me a servant to-day!

1. Even though you were in the form of God,  
You took the form of slave.  
You accepted death even on a cross,  
So God exalted your name.
2. Ere you formed me in my mother's womb,  
You called me by my name,  
And you touched my mouth and appointed me  
A prophet to the world.
3. May I heal the sick and the crippled bind,  
Bring back the sheep that stray,  
May I seek the lost and the weak make strong,  
With justice feed the poor.

### Song 14

Walk with me, O my Lord,  
Through the darkest night and brightest day.  
Be at my side, O Lord,  
Hold my hand and guide me on my way.

1. Sometimes the road seems long, my energy is spent  
Then, Lord, I think of you and I am given strength.
2. Stones often bar my path and there are times I fall  
But you are always there to help me when I fall.
3. Just as you calmed the wind and walked upon the sea  
Conquer, my living lord, the storms that threaten me.
4. Help me to pierce the mists that cloud my heart  
and mind So that I shall not fear the steepest  
mountain side.
5. As once you healed the lame and gave sight to the  
blind, Help me when I'm downcast to hold my  
head up high.

## Song 15

1. Every tiny star that twinkles in the night sky,  
Every drop of morning dew,  
Every spark of fire blazing in the furnace.  
Every captivating view,  
Every rainbow in the sky, every pretty butterfly,  
Tells the fascinating news to those who dare to hope,

And the message is:

God still loves the world!

God still, still loves the world,

So throw your life into his hands

Day by day discern his plans:

God is passionately busy loving you and me!

2. Every ocean wave that breaks upon the sea-shore,  
Every stalk of golden wheat,  
Every silver stream that gushes down the mountain,  
Every drop of honey sweet,  
Every eagle flying high, every worm that wriggles by...
3. Every man and women pledged in love for ever,  
Every little new born child,  
Every voice in favour of needy neighbour,  
Every radiating smile,  
Every hand that offers love, every surging flow of blood...

## Song 16

Like a sunflower that follows

Every movement of the sun,

So I turn towards you, to follow you, my God.

1. In simplicity, charity, I follow. (2)
2. In simplicity, honesty, I follow. (2)
3. In simplicity, fidelity, I follow. (2)

### Song 17

Ref: This is my prayer to these, my Lord: Strike,  
strike at the root of penury in my heart.

1. Give me the strength lightly to bear my joys and sorrows.
2. Give me strength to make my love fruitful in service.
3. Give me the strength never to disown the poor or bend my knees before insolent might.
4. Give me the strength to raise my mind high above daily trifles.
5. Give me the strength to surrender my strength to thy will with love.

### Song 18

Ref: I have come to thee to take thy touch  
before I begin my day.

1. Let thy eye rest upon my eyes for a while.
2. Let me take to my work the assurance of thy comradeship, my friend
3. Fill my mind thy music to last through the desert of noise.
4. Let thy love's sunshine kiss the peaks of my thoughts.

### Song 19

The world stands in need of liberation, my Lord,  
It still has to feel your power.  
The blind and the deaf, the dumb and the maimed,  
All need to feel your healing touch.  
The world stands in need of liberation, my Lord.  
It still has to learn to love.

1. There are those who have eyes but refuse to see the inhumanity that's done.  
There are those who have ears but refuse to hear the cries of those in agony.
2. There are those who have mouths but refuse to speak against injustice done to some.  
There are those who have hands but refuse to reach them out in love and charity.
3. There are those who have talents they do not use to build a true community,  
and we know that we all have talent to love but leave it buried in ourselves.

### Song 20

1. No one can live as an island,  
Journeying through life alone,  
Since we're most loved by a mother,  
Jesus gave us his own.

Cho Be with us, Mary, along the ways.  
Guide every step we take.  
Lead us to Jesus, your loving Son.  
Come with us, Mary, come.

2. When Jesus met with rejection,  
Mary stood by the cross.  
How can a mother desert her son?  
She'll also stand by us.
3. Help us, O star of the ocean,  
Be with us in our strife.  
When we are faced with temptation,  
Tossed by the storms of life.



## Song 21

1. Holy Virgin, by God's decree,  
You were called eternally,  
That he could give his Son to our race  
Mary, we praise you, hail full of grace.

Ave, ave, ave Maria.

2. By your faith and loving accord  
As the handmaid of the Lord,  
You undertook God's plan to embrace.  
Mary, we thank you, hail full of grace.
3. Refuge for your Children so weak.  
Sure protection all can seek,  
Problems of life you help us to face.  
Mary, we trust you, hail full of grace.

## NOTES

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**TIME TABLE**

<b>Monday</b>									
<b>Tuesday</b>									
<b>Wednesday</b>									
<b>Thursday</b>									
<b>Friday</b>									
<b>Saturday</b>									

## **MISSION STATEMENT**

Stella Matutina College of Education will ever remain as one of the best Teacher Preparation Institutions at the National level, producing globally competent teachers, adopting scholastically superior curriculum and transacting the same through advanced technological means.

