

**Institute of Education and Research
University of the Punjab
Lahore**

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| Program | BS Education | | |
| Course Title: General Methods of Teaching | | Course Type: Major Course of Education | |
| Course Code: MCEd-305 | Credit Hours: 3 | Duration: 16 Weeks | |
| Introduction | The purpose of course is to prepare prospective teachers in learning and using different method and techniques of teaching in order to make teaching learning process effective. Various aspects of instructions are highlighted to help teacher practice different teaching strategies successfully. | | |
| Learning Objectives | After studying the course students will be able to: <ol style="list-style-type: none"> 1. Explain the basic concepts of teaching 2. Demonstrate the essential attributes of the effective teacher 3. Describe the importance and types of teacher planning 4. Practice different teaching methods in classroom 5. Organize classroom discussion and demonstrate its appropriate use 6. Apply various techniques to motivate students 7. Select appropriate audio-visual aids in classroom teaching. | | |
| Course Content | <ol style="list-style-type: none"> 1. Teaching Approaches <ol style="list-style-type: none"> 1.1. Teacher Centered 1.2. Student Centered 1.3. Student Led 2. Teaching Styles <ol style="list-style-type: none"> 2.1. Authoritative 2.2. Delegator 2.3. Facilitator 2.4. Demonstrator 2.5. Hybrid 3. Teaching Methods <ol style="list-style-type: none"> 3.1. Inductive Method 3.2. Deductive Method 3.3. Inquiry Method 3.4. Scientific Method 3.5. Heuristic Method 3.6. Project Method 3.7. Problem Solving Method 3.8. Lecture Method 3.9. Laboratory Method 4. Teaching Techniques <ol style="list-style-type: none"> 4.1. Oral Work 4.2. Written Work 4.3. Drill 4.4. Assignment 4.5. Self-Study 4.6. Discussion <ol style="list-style-type: none"> 4.6.1. Small Group 4.6.2. Large Group 4.7. Debates | | |

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| | <ul style="list-style-type: none"> 4.8. Symposium 4.9. Colloquium 4.10. Demonstration 4.11. Home-task 5. Teaching Strategies <ul style="list-style-type: none"> 5.1. Prompting 5.2. Modeling 5.3. Feedback and Correctives 5.4. Strategies for Incorrect Responses 5.5. Concept Mapping 5.6. Using Examples and Nonexamples 5.7. Learner Experience 5.8. Use of Student Ideas 6. Questioning Strategies <ul style="list-style-type: none"> 6.1. What Is a Question? 6.2. Purposes of Questions 6.3. Convergent and Divergent Questions 6.4. Targets of Questions 6.5. Sequences of Questions 6.6. Levels of Questions 6.7. Probing 6.8. Wait Time 6.9. Common Problems in Using Questions 7. Cooperative Learning <ul style="list-style-type: none"> 7.1. Teacher–Student Interaction 7.2. Student–Student Interaction 7.3. Task Specialization and Materials 7.4. Role Expectations and Responsibilities 7.5. Student Teams–Achievement Division (STAD) 7.6. Teams–Games–Tournaments 7.7. Jigsaw II 7.8. Team-Assisted Individualization 8. Teaching and Technology <ul style="list-style-type: none"> 8.1. Web 2.0 Technologies 8.2. Virtual Worlds 8.3. Digital Gaming in the Classroom 8.4. Course Management Technologies 8.5. Applications of Online Learning 9. Aims, Goals, Objectives <ul style="list-style-type: none"> 9.1. Purpose of Objectives <ul style="list-style-type: none"> 9.1.1. Cognitive 9.1.2. Behavioral 9.2. Specifying the Learning Outcomes 9.3. Domains of Learning <ul style="list-style-type: none"> 9.3.1. Cognitive 9.3.2. Affective 9.3.3. Psychomotor 9.4. SMART Technique 9.5. Behavioral Objectives 10. Lesson Planning <ul style="list-style-type: none"> 10.1. The Need for Lesson Planning 10.2. Requirements for Lesson Planning |
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| | <p>10.3. Unit Planning 10.4. Weekly Planning 10.5. Daily Planning</p> <p>11. Classroom Management</p> <p>11.1. Connecting with Students 11.2. Earning Trust 11.2.1. Expert Leadership 11.2.2. Referent Leadership 11.2.3. Legitimate Leadership 11.2.4. Reward Leadership 11.3. Stages of Group Development 11.3.1. Forming 11.3.2. Storming 11.3.3. Norming 11.3.4. Performing 11.4. Establishing an Effective Classroom Climate 11.4.1. The Social Environment 11.4.2. The Organizational Environment 11.4.3. Establishing Rules and Procedures 11.5. Problem Areas in Classroom Management 11.5.1. Monitoring Students 11.5.2. Making Transitions 11.5.3. Giving Assignments 11.5.4. Bringing Closure 11.6. Planning Your First Day 11.6.1. Before the Bell 11.6.2. Introducing Yourself 11.6.3. Preparing an Introductory Activity 11.6.4. Rules and Expectations 11.6.5. Introducing Your Subject 11.6.6. Closure</p> |
| Textbook(s) | <p>Borich, G. D. (2017). <i>Effective Teaching Methods (9th ed.)</i>. Pearson. Burden, P. R., & Byrd, D. M. (2019). <i>Methods for effective teaching: Meeting the needs of all students (8th ed.)</i>. Pearson</p> |
| Suggested Reading | <p>Arends, R. I. (2007). <i>Learning to teach (7th ed.)</i>. McGraw Hill. Cruikshank, D. R., Jenkins, D. B., & Metcalf, K. K. (2009). <i>The act of teaching</i>. McGraw-Hill Higher Education. Ellington, H., Percival, F., & Race, P. (2005). <i>Handbook of educational technology (3rd ed.)</i>. Kogan Page Limited. Mendler, A. (2009). <i>Motivating Students who don't care: Successful techniques for educators</i>. Solution Tree Press.</p> |
| Teaching/Learning Strategies | <p>Lecture Discussion Cooperative Learning Class activities Applied Projects</p> |
| Evaluation Criteria | <p>Assignment/Project/Presentation Mid Term Final Term</p> |