

WEBINAR REPORT

Date : 12th June, 2021 [04:00-05:00pm]
Theme : Content and Time Management
Resource Person : Dr Mosom Sinha
Organized By : CBSE CoE, Noida
Attended By : Nayyer A Khan

On 12th June ,2021 CBSE CoE Noida has conducted online training on the theme “Content and Time Management” with the main theme to understand the significance and value of these two factors in managing learning process, how these are essential for strategies to develop critical and creative thinking and scientific temper in students
CBSE Resource person Dr Mosom Sinha enlightens us and provided deep insight on the following points:

CONTENT MANAGEMENT: "Content management occurs when teachers manage space, materials, equipment, the movement of people, and lessons that are part of a curriculum or program of studies"

- Promote growth mind set, and inject variety into your lessons, by allowing students to work ahead and deliver short presentations to share take-away points.
- Reward specific students at the end of each lesson, in front of the class, as another motivational and behaviour-reinforcement technique.
- Build excitement for content and lesson plans.
- Provide a range of activities during free study time to appeal to students who struggle to process content in silence, individually.
- Encourage students to tackle open-ended projects -- projects that don't demand a specific product -- to allow them to demonstrate knowledge in ways that inherently suit them.
- Avoid hesitation when you must address bad behaviour, especially when a student breaks a documented rule.
- Peer teaching activities, such as pairing students together as reading buddies, can be especially beneficial for students who suffer from low confidence and poor interpersonal skills.

TIME MANAGEMENT: Time management is the thread running through almost all aspects of teaching — organizing the day, organizing the classroom, deciding how long and how often to teach various subjects, recording student progress, or keeping time-consuming behaviour problems to a minimum.

By following these guidelines, teachers can manage time easily:

- Planning and preparation with in depth knowledge should be there to manage time in the class.
- Make use of online resources efficiently.
- Encourage learners to work independently
- Focus classroom time on communication and collaboration
- Strategically plan homework assignments and projects for students.

- Improve student attendance. Attendance has a big effect on teaching and learning time. Impress upon parents the importance of good attendance and teach an actual lesson on how it hurts to miss school.
- Delegating Tasks through Aides, volunteers, and students as they can handle many classroom tasks and save enormous amounts of time

Highly informative workshop – learned a great deal and inspired to learn more.

Report Submitted by
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