



**St. Joseph College of Teacher Education for Women
Ernakulam**



CRITERION II

2.4.10 Nature of internee engagement during internship

(PTA Meetings)

Submitted to

**National Assessment and Accreditation Council (NAAC)
3rd Cycle of Assessment**



**ST.JOSEPH COLLEGE OF TEACHER EDUCATION FOR WOMEN ERNAKULAM
KOCHI-682035, KERALA**

2.4.10: PTA Meetings

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St. Philomenas, H.S, Koonammavu

This is to certify that ~~ROSA MARIA~~ ^{ANITA} has engaged in the following activities during the internship programme in this school from 19/10/2022 to 02/02/2023

Sl. No	Name of the Activity	Date/Dates	Role of the Student Teacher
1.	Conduct of School Assembly		
2.	P.T.A Meetings	12/1/2023	Maintaining discipline
3.	Association/ Club Activities	8/11/2022	Preparation and execution of science club activity.
4.	Tour		
5.	Field Trips		
6.	Library Arrangement	10/11/2022	Arrangement of library books.
7.	Laboratory Arrangement		
8.	Designing Timetable		
9.	Setting Question Paper	14/11/2022	Setting question Paper for internal exam.
10.	Mentoring School Students	20/1/2023	Look value education classes.
11.	Maintaining Discipline	20/1/2023	Maintaining discipline on arrival day.



12.	Greening the school campus		
13.	Remedial Coaching/ Tutoring	12/1/2023	Tutoring the students who lags behind concepts.
14.	Supervising Examination	16/11/2022	Supervision during Christmas exam.
15.	Anchoring		
16.	Youth festival		
17.	Science Fair		
18.	Socially Useful Productive activities		
19.	Assessing Cultural Events		
20.	Awareness Classes	30/1/2023	Look value education.
21.	Seminars/ Workshops		
22.	Student Counselling		
24.	Preparation of Progress Report		
25.	Classroom Teaching	19/10/2022 to 3/2/2023	Teaching biology for class VIII and class IX.



Gloria Doris
 GLORIA DORIS P.I
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 Koonammavu - 683 518

St mary's high school aluva

This is to certify that Mary Annale R..... has engaged in the following activities during the internship programme in this school from 19/10/2022 to 02/02/2023

Sl. No	Name of the Activity	Date/Dates	Role of the Student Teacher
1.	Conduct of School Assembly	2/12/22	Maintaining discipline
2.	P.T.A Meetings	7/1/23	Reprising class - teacher of P.C.
3.	Association/ Club Activities	10/4/22	conducting : poem writing, story writing
4.	Tour		
5.	Field Trips		
6.	Library Arrangement		
7.	Laboratory Arrangement		
8.	Designing Timetable		
9.	Setting Question Paper		
10.	Mentoring School Students		
11.	Maintaining Discipline	3/1/23	Substitution periods



12.	Greening the school campus		
13.	Remedial Coaching/ Tutoring	5/4/2022	diagnostic in education
14.	Supervising Examination	18/12/22	conducting exams
15.	Anchoring		
16.	Youth festival		
17.	Science Fair		
18.	Socially Useful Productive activities		
19.	Assessing Cultural Events	18/1/22	Annual day programme conducting
20.	Awareness Classes	17/1/23	Health education
21.	Seminars/ Workshops		
22.	Student Counselling	3/1/23	part of case study
24.	Preparation of Progress Report		
25.	Classroom Teaching	19/1/22 - 3/2/23	Teaching students

Signature of the Headmaster/ Headmistress with seal



[Handwritten Signature]
 Headmaster
 St. Mary's High School
 Aluva - 683 101

ST. GEORGE'S HIGH SCHOOL, POONITHURA

The internship programme as part of B.Ed curriculum under M.G University, Kottayam began from 19th October 2022 and lasted till 3rd February 2023. Our college has sent us to different schools for the completion of the internship and we were a team of three, sent to St. George's High School Poonithura. The team consisted of Sneha M. M (Malayalam), Angitha Ramachandran (Natural science), and Rose Maria John (Mathematics). We were able to undergo a very fruitful training at the school. The school made us involved in most of the events happening in the campus. The following are the list of certain events we involved in various roles:

1. Classroom Teaching: All of us were given a number of classes in the high school section as per to our subjects. We were having a teacher in charge who constantly monitored our performances inside and outside the classroom.
2. Mentoring: Each of us got chances for giving mentoring to students beyond our actual periods. Some days we were stayed back after the school hours for the same.
3. Setting Question Paper: Sneha M. M of Malayalam optional prepared question papers for internal examination.
4. PTA Meetings: Our role during the PTA meetings was to take in charge of registration as well as maintaining discipline.
5. Assessment of Student Learning: The notebooks of the students were corrected frequently. Their class tests and assignments were evaluated as directed.
6. Organizing Academic and Cultural Events: G. K. Quiz was conducted for the schools. Also according to special days small competitions were also held.
7. Annual Day: We helped for arranging annual day programs & stage. Sneha M. M of Malayalam guided the students for their cultural programmes.
8. Kerala School Kalolsavam 2022: We guided the participants.
9. School Assembly: During the assembly we delivered teacher talks, conducted daily quiz and maintained discipline.
10. Examinations: For the model examinations and Christmas examination we had the duties of examination controllers, invigilators and distributing answer sheets to the respective teachers.
11. Discipline: During the internship period were in charge of the overall discipline duty of the school. Every day we made sure that all the students are fully uniformed.



Ase George

HEADMISTRESS
ST. GEORGE'S HIGH SCHOOL
POONITHURA, PIN - 682 038

ST MARY'S CGHS, ERNAKULAM

As a part of the B.Ed curriculum, Anu P Thomas (Physical Science), Sr.Vinny Pappachan (Physical Science), Meera Joy (English), Merin Shajan (Natural Science), Allan Francis (Natural Science), Arya K Surendran (Mathematics), Sreeja Sreenivasan (Mathematics), Shilpa K (Malayalam), Dona K Jose (Social Science) has did their internship at St Mary's C G H S Ernakulam. The internship program was from October 19th to February 2nd. It was a great opportunity for all the student teachers to get a real experience of teaching and it has helped them a lot in their development. The internship programme has provided them with a lot of experiences. The most important among them was classroom teaching which provides them with a real experience of interaction with students. The teacher trainees were successful in transacting the content with the use of appropriate teaching aids and strategies. The experience also helped them to gain awareness regarding classroom interaction and mentoring the students. Along with the classroom experiences many other activities were also there.

1. **PTA Meetings:** Student teachers were given the charge of maintaining discipline among the students during PTA meetings.
2. **Assessment of student learning:** Student teachers were so vigilant in giving home assignments and their corrections. They have also conducted class tests in appropriate time intervals.
3. **Organizing academic and cultural events:** Student teachers has assigned with the duties of organizing and conducting various programmes as a part of annual day celebrations.
4. **Library arrangement:** Student teachers have arranged the library.
5. **Maintaining documents:** Student teacher has helped in the maintenance of documents.
6. **Competitions:** Student teachers have helped in all activities in the school related to "Harithavidhyalayam competition"
7. **Exam Supervision:** Student teachers have supervised various examinations of students.
8. **Midday meal:** Student teachers have helped in distributing midday meals for the students.
9. **Remedial coaching:** Student teachers have provided remedial coaching for the students.
10. **Maintaining discipline:** Student teachers have maintained the discipline among the students during various programmes.
11. **School assembly:** Student teachers helped in maintaining discipline.
12. **Science Fest:** Student teachers have helped in the preparation of science fest and accompanied the students during the programme.




Headmistress
Sr. Lovely P.K.
St. Mary's C.G.H.S.S.
Ernakulam

Harithavidhyalayam