



T. N. RAO COLLEGE OF TEACHER EDUCATION

Managed by : સવ્યસાચી Education Trust, Rajkot

Annual Institutional Plan of Action for Internal Evaluation at T.N. Rao College of Teacher Education

Objective

The primary objective of the Annual Institutional Plan is to ensure a comprehensive and fair internal evaluation process that accurately reflects the academic performance and growth of both faculty and students. The plan aims to create a balanced assessment system that considers various aspects, including assignments, attendance, continuous and comprehensive assessment by faculties, and student preliminary examination results.

Components of Internal Evaluation (Weightage: 30 Marks) for B.Ed Program

1. Assignments/Seminars/Projects (5 Marks):

- A structured system for assigning and evaluating assignments, seminars, and projects is designed and implemented throughout the academic year.
- Interdisciplinary and practical assignments that align with the learning objectives of each course are encouraged.
- Clear assessment criteria and rubrics are established to ensure consistency and transparency in grading.
- Regular feedback sessions are conducted to guide students in improving their performance.

2. Attendance (5 Marks):

- The importance of regular attendance as a crucial aspect of the learning process is emphasized.
- A monitoring system to track and record student attendance for each class is implemented.
- A fair attendance policy, including guidelines for makeup classes and valid excuses, is established.
- Timely feedback regarding attendance records is provided to students.

 B/h. MCA Department, Nr. Saurashtra University Campus, Rajkot - 360005 (Gujarat) INDIA

 +91 99786 70472 / 74

 www.tnraocollege.org

 0281 - 2970471/72

 tnraocollege@ymail.com





T. N. RAO COLLEGE OF TEACHER EDUCATION

Managed by : સવ્યસાચી Education Trust, Rajkot

3. Continuous and Comprehensive Assessment by Faculties (5 Marks):

- Faculty members are encouraged to conduct regular formative assessments, quizzes, and class participation activities.
- A variety of assessment methods are implemented to cater to diverse learning styles.
- A culture of constructive feedback and mentorship between faculty and students is fostered.
- Assessments that align with the overall course objectives and curriculum are ensured.

4. Students Preliminary Examination Results (15 Marks):

- Preliminary examinations are designed and administered at regular intervals, covering the entire syllabus.
- The creation of fair and challenging question papers that assess the depth of understanding and application of knowledge is ensured.
- A robust examination evaluation process, including double-blind grading and moderation, is established.
- Detailed feedback on performance is provided to students, highlighting areas for improvement.

Components of Internal Evaluation (Weightage: 30 Marks) for M.Ed Program

1. Academic Writing (10 Marks):

- A structured system for evaluating academic writing assignments throughout the academic year is designed and implemented.
- Research-oriented and analytical writing that aligns with the learning objectives of each course is encouraged.
- Clear assessment criteria and rubrics to ensure consistency and transparency in grading are established.
- Regular feedback sessions to guide students in improving their academic writing skills are conducted.

 B/h. MCA Department, Nr. Saurashtra University Campus, Rajkot - 360005 (Gujarat) INDIA

 +91 99786 70472 / 74

 www.tnraocollege.org

 0281 - 2970471/72

 tnraocollege@ymail.com





T. N. RAO COLLEGE OF TEACHER EDUCATION

Managed by : સવ્યસાચી Education Trust, Rajkot

2. Communication Skill (10 Marks):

- Communication skills, including presentation, group discussion, workshop, play, and field work, are included.
- A variety of activities that enhance students' communication skills are designed and implemented.
- Active participation in presentations, group discussions, workshops, plays, and field work to build practical skills is encouraged.
- Clear assessment criteria for each type of activity to ensure consistent and fair evaluation are established.
- Regular feedback sessions to guide students in improving their communication skills are conducted.

3. Preliminary Exam (10 Marks):

- Preliminary examinations are designed and administered at regular intervals, covering the entire syllabus.
- The creation of fair and challenging question papers that assess the depth of understanding and application of knowledge is ensured.
- A robust examination evaluation process, including double-blind grading and moderation, is established.
- Detailed feedback on performance is provided to students, highlighting areas for improvement.

Implementation Strategies

1. Training and Development:

- Workshops and training sessions on effective assessment methods and grading practices are conducted for faculty.
- Faculty are equipped with the necessary tools and resources to design engaging assignments and examinations.



 B/h. MCA Department, Nr. Saurashtra University Campus, Rajkot - 360005 (Gujarat) INDIA

 +91 99786 70472 / 74

 www.tnraocollege.org

 0281 - 2970471/72

 tnraocollege@ymail.com



T. N. RAO COLLEGE OF TEACHER EDUCATION

Managed by : સવ્યસાચી Education Trust, Rajkot

2. Technology Integration:

- Technology solutions for efficient attendance tracking and online submission of assignments are explored and implemented.
- Online platforms for conducting quizzes like Quizlet, Kahoot, and Google Forms, and examinations securely are utilized.

3. Regular Review and Feedback:

- A periodic review committee to evaluate the effectiveness of the internal evaluation process is established.
- Feedback from both faculty and students to identify areas of improvement and make necessary adjustments is collected.

4. Communication:

- The assessment criteria, policies, and expectations are clearly communicated to both faculty and students at the beginning of each academic year.
- Open lines of communication for addressing concerns and queries related to the internal evaluation process are ensured.

Conclusion

By implementing this Annual Institutional Plan of Action, T.N. Rao College of Teacher Education aims to foster a conducive learning environment, promote academic excellence, and ensure a fair and transparent internal evaluation system for all stakeholders involved.

This plan ensures a comprehensive evaluation approach that supports both B.Ed. and M.Ed. students in their academic and professional development, with specific guidelines tailored to each program to enhance their learning experiences and outcomes.


Principal
T. N. Rao College
Rajkot

 B/h. MCA Department, Nr. Saurashtra University Campus, Rajkot - 360005 (Gujarat) INDIA

 +91 99786 70472 / 74

 www.tnraocollege.org

 0281 - 2970471/72

 tnraocollege@ymail.com

