

PAPER- X (EDN: 10)  
Information & Communication Technology (ICT) Project  
[40 Instructional Hours – 40 Marks]

Objectives:

The project will enable the student teachers to:

1. create documents using ms word
2. plan, develop and evaluate multimedia based learning content
3. develop database of a school
4. create spreadsheets and use them in education
5. publish ideas through brochure & newsletter
6. develop internet surfing skills
7. evaluate websites related to a school topic

Conducting the Practicals:

Each student has to select one activity from each of the following areas:

1. MS Word: i) Preparing a question paper; ii) creating learning materials – handouts; iii) preparing a resume; iv) preparing a unit plan / year plan using various features; v) Preparing time tables / Agenda or Circulars and Mail Merge. (6hours – 8 marks)
2. MS Excel: i) Preparing students progress reports; ii) preparing a payroll; iii) creating charts; iv) execution of statistical functions. (6hours - 8 marks)
3. MS Access: i) Tabulation of address book of staff & students of the co-operating school; ii) creating a database of any 20 students iii) personal details or marks; iv) creating a database of any 20 titles available in the library; v) creating a database of any 20 equipment available in the laboratory. (6 hours - 8 marks)
4. MS PowerPoint: i) Preparing multimedia presentation on a school topic; ii) using multimedia packages on a school topic. (6 hours - 4 marks)
5. MS Publisher: i) Creating a Brochure related to the school / college; ii) creating a Newsletter of a school / college. ( 6 hours - 4 marks)
6. Internet: i) Creating an e-mail ID & sending and receiving messages; ii) downloading resource material for a topic of classroom teaching. iii) Cataloguing any five websites related to a school topic; iv) comparative evaluation of any two webpages on a school topic. ( 6 hours - 8 marks)

Each student has to write the procedures of each of the practicals given above in the record book (one side ruled physics / chemistry record book). Each student should save this project work in digital form (CD / DVD).

Evaluation:

A jury of two examiners will evaluate this project for 40 marks. Average of the two Jury examiners will be considered as final marks for the candidates.

References:

1. Norton P (2000): Introduction to Computers. Tata McGraw Hill Publications, New Delhi.
2. Roblyer M.D (2006): Integrating Educational Technology into Teaching. Pearson Prentice Hall Inc. New Jersey.
3. Intel Teach to the Future Pre-Service Binder – Version 2.0
4. Schwatz & Schultz (2000): Office 2000, BPB Publications, New Delhi.
5. Barton,R.(2004).Teaching Secondary Science with ICT. McGraw Hill International.