



# St. Xavier's Institute of Education

(Autonomous)

Affiliated to the University of Mumbai -N.C.T.E. Recognised

40-A, New Marine Lines, Opp. State Bank, Churchgate Branch, Mumbai - 400 020.

Tel. : 022 22014666 Fax: 022 2209 4178 Email: sxieinfo@gmail.com Website: www.sxie.info

NAAC Reaccredited 'A'

## Notice for F.Y Semester II and S.Y Semester IV Internship 2023-24

Date: 14<sup>th</sup> February 2024

Dear F.Y and S.Y B.Ed. Students,

Please refer to the details of Semester II and IV Internship 2023-24

### A. General Information

1. Semester II Internship - 4 weeks (20 days) Peer Observation -5 lessons and Pedagogy I 7 lessons for practice teaching
2. Semester IV - Internship - 4 weeks (20 days) Pedagogy II Lesson 5 lessons and Co-Teaching lesson with Peer 5 lessons for practice teaching
3. Date of Commencement of Internship : 18<sup>th</sup> March 2024
4. School Grouping based on the Learner Profile Data and Subject
5. Individual Coaching List – Publish on 28<sup>th</sup> February 2024
6. School group list - Publish on 28<sup>th</sup> February 2024
7. School Visit – 5<sup>th</sup> March 2024 (Tentative) for collecting units and timetable.

### B. Pre Internship Capacity Building II

Pre Internship Capacity Building II	Name of the Faculty Member	Time	Date	Details
Internship Orientation	Dr Bijoy K Thomas & Dr Priti S	11.40 a.m. – 12.40 p.m.	17 <sup>th</sup> February 2024	
Lesson Plan I	Dr Bijoy K Thomas	1.10 p.m. – 2.10 p.m.	17 <sup>th</sup> February 2024	
Procedure of Lesson and Feedback of Lessons	Dr. Priti S	2.10 p.m. – 3.10 p.m.	17 <sup>th</sup> February 2024	
Demonstration Lesson : Economics	Dr. Priti S Feedback - Ms. Nishi Kumar	9.45 a.m. – 10.45 a.m.	20 <sup>th</sup> February 2024	St.Xavier's Boys' Academy
Demonstration Lesson : Science	Dr. Bijoy K Thomas Feedback - Dr. Andrea Coutinho	11.00 a.m. – 12.00 p.m.	20 <sup>th</sup> February 2024	St.Xavier's Boys' Academy
Demonstration Lesson: Geography	Ms. Nishi Kumar Feedback - Dr. Priti S	9.45 a.m. – 10.45 a.m.	21 <sup>st</sup> February 2024	St.Xavier's Boys' Academy
Demonstration Lesson History	Dr Elvina Pereira Feedback - Ms Kalpana Chavan	11.00 a.m. – 12.00 p.m.	21 <sup>st</sup> February 2024	St.Xavier's Boys' Academy
Demonstration Lesson : Mathematics	Dr. Vini Sebastian		March 2024	B.Ed. First Year students
Demonstration Lesson : English	Dr. Shadab Paloji		March 2024	B.Ed. First Year students
Orientation of Semester II Internship Handbook	Dr Bijoy K Thomas & Dr Priti S	8.40 a.m. – 10.30 a.m.	26 <sup>th</sup> February 2024	



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Pre Internship Capacity Building II	Name of the Faculty Member	Time	Date	Details
Skill of Set Induction	Dr Bijoy K Thomas	10.40 a.m. –12.40 p.m.	26 <sup>th</sup> February 2024	
Skill of Questioning	Dr Elvina Pereira	9.30 a.m. – 11.40 a.m.	27 <sup>th</sup> February 2024	
Practice Session: Skill of Set Induction & Skill of Questioning	Dr Bijoy K Thomas & Dr Elvina Pereira	11.40 a.m. –12.40 p.m.	27 <sup>th</sup> February 2024	
Skill of Explanation	Ms. Nishi Kumar	8.40 a.m. –10.30 a.m.	28 <sup>th</sup> February 2024	
Objectives and Specification	Ms Kalpana Chavan	10.40 a.m. –12.40 p.m.	28 <sup>th</sup> February 2024	
Skill of Illustration	Dr Priti S	10.40 a.m. –12.40 p.m.	29 <sup>th</sup> February 2024	
Lesson Planning II	Ms Kalpana Chavan	1.30 p.m. – 3.10 p.m.	29 <sup>th</sup> February 2024	
School Visit	All faculty Members		5 <sup>th</sup> March 2024	Tentative
Timetable Preparation	All faculty Members	1.10 p.m. - 3.10 p.m.	6 <sup>th</sup> March 2024	
Individual Lesson Plan Coaching	All faculty Members	1.10 p.m. – 3.10 p.m.	14 <sup>th</sup> March to 16 <sup>th</sup> March 2024	
Code of Conduct	Dr Bijoy K Thomas	10.30 a.m. –12.40 p.m.	16 <sup>th</sup> March 2024	
Pre Internship Capacity II Feedback	Dr Priti S		16 <sup>th</sup> March 2024	

## C. Pre Internship Capacity Building IV

Pre Internship Capacity Building IV	Name of the Faculty Member	Time	Date	Details
Internship Orientation	Dr Bijoy K Thomas & Dr Priti S	9.30 a.m. – 10.30 p.m.	17 <sup>th</sup> February 2024	
Demonstration Lesson : Economics	Dr. Priti S Feedback - Ms. Nishi Kumar	9.45 a.m. – 10.45 a.m.	20 <sup>th</sup> February 2024	St.Xavier's Boys' Academy
Demonstration Lesson : Science	Dr. Bijoy K Thomas Feedback - Dr. Andrea Coutinho	11.00 a.m. – 12.00 p.m.	20 <sup>th</sup> February 2024	St.Xavier's Boys' Academy
Demonstration Lesson: Geography	Ms. Nishi Kumar Feedback - Dr. Priti S	9.45 a.m. – 10.45 a.m.	21 <sup>st</sup> February 2024	St.Xavier's Boys' Academy
Demonstration Lesson History	Dr Elvina Pereira Feedback - Ms Kalpana Chavan	11.00 a.m. – 12.00 p.m.	21 <sup>st</sup> February 2024	St.Xavier's Boys' Academy
Demonstration Lesson : Mathematics	Dr. Vini Sebastian		March 2024	B.Ed. First Year students
Demonstration Lesson : English	Dr. Shadab Paloji		March 2024	B.Ed. First Year students



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Pre Internship Capacity Building IV	Name of the Faculty Member	Time	Date	Details
Orientation of Semester IV Internship Handbook	Dr Bijoy K Thomas & Dr Priti S	8.40 a.m. – 9.30 a.m.	4 <sup>th</sup> March 2024	
Peer Lesson Orientation	Dr Elvina Pereira	9.30 a.m. –10.30 a.m.	4 <sup>th</sup> March 2024	
School Visit	All faculty Members		5 <sup>th</sup> March 2024	Tentative
Timetable Preparation	All faculty Members	1.10 p.m. - 3.10 p.m.	6 <sup>th</sup> March 2024	
Individual Lesson Plan Coaching	All faculty Members		11 <sup>th</sup> March to 16 <sup>th</sup> March 2024	
Code of Conduct	Dr Bijoy K Thomas	10.30 a.m. –12.40 p.m.	16 <sup>th</sup> March 2024	
Pre Internship Capacity IV Feedback	Dr Priti S		16 <sup>th</sup> March 2024	

#### D. Schools selected for Semester II and IV Internship 2023-24

1. The J.B. Vachha Girls High School – Dr Elvina Pereira
2. Champion School – Ms. Kalapana Chavan
3. The Diamond Jubilee High School, Mumbai – Dr Shadab Paloji (Available from 1<sup>st</sup> April 2024)
4. Christ Church School – Dr Vini Sebastian
5. Holy cross Academy (ICSE) - Dr Priti Sivaramakrishnan
6. St. Peter's School – Dr Bijoy K Thomas
7. Aquinas /St Anne International School – Ms Nishi Kumar

#### E. Communication

Students are expected to update internship-related information from the Learning Management System and College Notice Board.

#### F. Documents

All the students are hereby informed to refer to the following documents for the internship program

1. Internship Policy – B.Ed. Academic Handbook [www.sxie.info](http://www.sxie.info)
2. Internship Handbook – Library and Learning Management System
3. National Education Policy 2020:  
[https://www.education.gov.in/sites/upload\\_files/mhrd/files/NEP\\_Final\\_English\\_0.pdf](https://www.education.gov.in/sites/upload_files/mhrd/files/NEP_Final_English_0.pdf)
4. National Curriculum Framework for School Education 2023:  
<https://dse.education.gov.in/sites/default/files/NCF2023.pdf>

Dr. Andrea Coutinho  
Principal

Dr. Bijoy K Thomas & Dr. Priti S  
Faculty Coordinators