



# POORNIMA FOUNDATION

## ZERO LECTURE

Session: 20 - ( Sem.)

Campus: ..... Course: ..... Class/Section: .....

Name of Faculty: .....

### Zero Lecture

1). Name of Subject: ..... Code: .....

#### 2). Self-Introduction:

- a). Name:
- b). Qualification:
- c). Designation:
- d). Research Area:
- e). E-mail Id: .....@poornima.org
- f). Other details: Information about areas of proficiency/ expertise such as subject taught, laboratory taken, Member of Professional body, Academic Proficiency, Book Authored, Paper published in National and International Conference/Journals etc.

#### 3). Introduction of Students:

a). Records of students in 12<sup>th</sup>

Sr. No.	Average result of 12 <sup>th</sup>	Name of student scored highest marks	Marks 60% above (No. of students)	Marks between 40%-60% (No. of students)	English Medium Students (No.)	Hindi Medium Students (No.)	No. of Hostellers	No. of Day Scholar

b). Name of 05 best students based on previous results: ....., ....., ....., ....., .....

4). Instructional Language: - .....%English; .....% Hindi (English not less than 60%)

5). Introduction to subject: - (Pl. separate out subject specific matter and general matter valid for all subjects and group/place them appropriately)

- a). Relevance to Branch:
- b). Relevance to Society:
- c). Relevance to Self:
- d). Relation with laboratory:
- e). Connection with previous year and next year:

#### 6). Syllabus

- a). Unit Name:
- b). ABC analysis (RGB method) of unit & topics

#### 7). Books/ Website/Journals & Handbooks/ Association & Institution:

a). Recommended Text & Reference Books and Websites:

S. No.	Title of Book	Authors	Publisher	Cost (Rs.)	No. of books in Library
Text Books					
T1					
T2					
T3					
Reference Books					
R1					
R2					
R3					
Websites related to subject					
1					
2					

b). *Journals & Handbooks*: - To give information about different Journals & Handbooks available in library related to the subject and branch.

c). *Associations and Institutions*: - To give information about different Associations and Institutions related to the subject and branch.

### 8). Syllabus Deployment: -

a). *Total weeks available for academics (excluding holidays) as per Poornima Foundation calendar-*

Semester	
No. of Working days available(Approx.)	
No. of Weeks (Approx.)	

- Total weeks available for special activities (as mentioned below)- 02 weeks (Approx.)

**Note: Individual faculty must calculate the exact no. of lectures available according to time table etc. after consultation with HOD.**

b). *Special Activities* (To be approved by HOD & Dean & must be mentioned in deployment):

- Open Book Test- Once in a semester
- Quiz - Once in a semester
- Special Lectures (SPL)- Minimum 10% of total no. of lectures including following
  - Smart Class by the faculty, who is teaching the subject
  - SPL by expert faculty at PGC level
  - SPL by expert from industry/academia (other institution)
- Revision classes (Solving Important Question Bank):- 1 class before Mid Term and 2 classes before End Term Exam

c). *Lecture schedule per week*

i). University scheme (L+T+P) = ...+....+.....

Sr. No.	Name of Unit	No. of lectures	Broad Area	Degree of difficulty (High/Medium/Low)	Text/ Reference books
1.					
2.					
3.					
4.					
5.					

d). *Introduction & Conclusion*: Each subject, unit and topic shall start with introduction & close with conclusion. In case of the subject, it is Zero lecture.

e). *Time Distribution in lecture class*: - Time allotted: 60 min.

- First 5 min. should be utilized for paying attention towards students who were absent for last lecture or continuously absent for many days + taking attendance by calling the names of the students and also sharing any new/relevant information.
- Actual lecture delivery should be of 50 min.

- iii. Last 5 min. should be utilized by recapping/ conclusion of the topic. Providing brief introduction of the coming up lecture and suggesting portion to read.
- iv. After completion of any Unit/Chapter a short quiz should be organized.
- v. During lecture student should be encouraged to ask questions.

**Note:** Pl. ensure that each student is having Lecture Note Book. Also, write on the black board day and date, name of the teacher, name of subject with code, unit and lecture no. and topics to be covered at the beginning of each lecture and ensure that students write in lecture note book. Ask students to leave 4/5 pages blank for copying the note from fellow students in case of their absenteeism.

**9). Tutorial: - An essential component of Teaching- Learning process in Professional Education.**

- Objective: - To enhance the recall mechanism.
- To promote logical reasoning and thinking of the students.
- To interact personally to the students for improve numerical solving ability.

- a). *Tutorial processing:* - Tutorial sheet shall be provided to each students
  - I<sup>st</sup> Phase: - It is consisting of questions to be solved in the class assignment session in test mode on perforated sheet given in tutorial notebook and to be collected & kept by respective faculty for review & analysis (20 minutes).
  - II<sup>nd</sup> Phase: - Indicating/Initializing the weak issues/ drawback and Evaluating and providing the grade. Making a group with good student for assisting the weak students to explain/solve questions by every student on plain papers given in tutorial note book (20 minutes).
  - III<sup>rd</sup> Phase: - Solving/ explaining difficulties of lecture class and providing the new home assignment (20 minutes). To be done in tutorial note book.
- b). *Home assignment shall comprise of two parts:*
  - Part (i) Minimum essential questions, which are to be solved and submitted by all with in specified due date.
  - Part (ii) Other important questions, which may also be solved and submitted for examining and guidance by teacher.

**10). Examination Systems:**

Sr. No.	Name of the Exam	Weightage	Max. Marks	% of passing marks	Nature of paper Theory + Numerical	Syllabus coverage (in %)	Conducted by
1.	1 <sup>st</sup> Mid term (IA)	20%	40	40 (16 marks)	T+N	60 (3 units)	College
2.	2 <sup>nd</sup> Mid term (IA)		40	40 (16 marks)	T+N	40 (Remaining 2 units)	College
3.	University Exam	80%	80	33 (26 Marks)	T+N	100	RTU, Kota

**11). Any other important point:**

Place & Date:

Name of Faculty with Designation