

SEMESTER - III

CPS 2c – Part III - PEDAGOGY OF COMMERCE AND ACCOUNTANCY

Credits: 2

Internal: 20 marks

Hours/Week: Theory-2hrs Practical- 3hrs

External: 30 marks

Total: 50 marks

Objectives

At the end of the course the student teacher will be able to:

- understand the different learning resources employed in teaching of Commerce and Accountancy;
- conduct action research and disseminate the results;
- gain clarity on the various tasks to be executed during field immersion;

Unit I: Learning Resources

Maintenance of Commerce Classroom –Commerce laboratory, and its effective use, recreational activities - Participation in Commerce decision making activities - Commerce department library: Need and importance of Commerce library - prerequisites of Commerce library- Hints for effective use of library -Contents of Commerce library Instructional materials ,text book periodicals, journals , reference materials , technical documents, survey reports - Commerce Club: Concept, Aims and Establishment, Activities, Importance, Requirement and different activities - Commerce Exhibition: Concept, objectives, planning and organization, importance of exhibition.

Unit II: Action research

Action Research- Meaning, need for classroom research- difference between action research and fundamental research- steps in action research- journaling the results of classroom research.

Unit III : Field Immersion

Tasks of student-teachers during internship :

- Observation of the teaching of mentor teachers and peer student-teachers
- Institutional and Individual case study,
- Lesson plan, Unit plan and teaching- learning materials,
- Question paper and other tools of assessment,
- Reflective diary of school internship,
- Co-Scholastic activities,
- Teaching as a substitute teacher

Suggested references:

- ❖ Aggarwal, J.C. (2006). *Essentials of Educational Technology Teaching and Learning*. New Delhi: Vikas Publishing House.
- ❖ Allen, O.C., & Francis P.H. (1988). *Curriculum: Foundations, principles and issues*. New Jersey: Prentice Hall.
- ❖ Bining A.C., & Bining D.A. (1962). *Teaching of Social Studies in Secondary Schools*. New York: Mc Graw Hill.
- ❖ Boynton, L.O. (1995). *Methods of Teaching Book-Keeping*. Cincinnati: South Western Publication Company.
- ❖ Chauhan, S.S. (2008). *Innovations in Teaching Learning Process*. Uttar Pradesh: Vikas Publishing House Pvt. Ltd.
- ❖ Douglas, Palnford., & Anderson. (2000). *Teaching Business Subjects*. New York: Prentice Hall.
- ❖ Edward, F.O., Raymond, W.K., & Ronald J.M. (1971). *Programmed Instruction Techniques and Trends*. New York: Century Cropts.
- ❖ Head, G.W. (1988). *Commerce*. London: Heinemann Professional Publishing.
- ❖ Joyce, Well. (2004). *Models of Teaching*. U.K.: Prentice Hall of India.

- ❖ Khan, M.S. (1982). *Commerce Education*. New Delhi: Sterling Publishers Private Limited.
- ❖ Kochhar, S.K. (1992). *Methods and techniques of teaching*. New Delhi: Sterling Publishers Private Limited.
- ❖ Kumar, K.L. (1996). *Educational Technology*. New Delhi: New Age International Publishers.
- ❖ Mangal, S.K., & Mangal, S. (2005). *Essentials of Educational Technology and Management*. Meerut: Loyal Book Depot.
- ❖ Nagarajan, K.L. (1997). *Principles of Commerce and General Commerce Knowledge*. New Delhi: S.Chand & Company Ltd.
- ❖ Pattanshetti, M.M. (1992). *Designing and organizing tutorials in colleges and universities*. Davangere: You Need Publication.
- ❖ Saylor, J.G. William, M.A., & Hollis. (1956). *Curriculum Planning*. New York: Rinehart and Company Inc.
- ❖ Sharma, R.A. (2008). *Technological Foundation of education*. Meerut: R.Lall Books Depot.
- ❖ Sharma, R.N. (2008). *Principles and Techniques of Education*. New Delhi: Surjeet Publications.
- ❖ Singh, Y.K. (2009). *Teaching of Commerce*. New Delhi: APH Publishing Corporation.
