

AN EFFECTIVE PLANNING AND DELIVERY OF LECTURE

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Of course, the changing education technology and scientific advancement plays a vital role in teaching. There are many other factors which are to be considered and analyzed to deliver an effective lecture in the class.

Motivation :-

The role of motivation is very important in learning, where as students often spend three inefficient years in school attempting to learn a foreign language, the recent experiences of the military, the peace corps and the foreign services have demonstrated that the average person can be trained to conduct a conversion in a foreign language in a matter of months. Only part of this vast difference in effectiveness is attributed to better teaching techniques; most of it is due to the increased motivation of the individual.

Effective motivation is the essence of learning; unless the person who is teaching a group takes pains to ensure correct motivation, little learning is likely to occur.

Many college students insist that they learned the entire content of a course in a few nights. In the cram session, they discover that there is much useful material that they should have learned during the course, but the motive for learning was too remote then, when passing the final examination is their only motive for learning.

Factors Accountable For An Ineffective Lecture :-

Neither the topic nor the student are responsible for an ineffective lecture in the class but it the way the teacher is delivering a lecture to the students. The following are the factors accountable for an ineffective lecture by a teacher.

- (1) The voice of the teacher is inaudible to the whole class.
- (2) The teacher is unable to communicate his idea exquisitely to the students.
- (3) The teacher is not prepared well for the subject to be delivered.
- (4) Teaching aids are not used.
- (5) The teacher is unable to motivate students.
- (6) The teacher is not seeking feed back from the student.
- (7) Many times students are attending last periods of the day.

Illustrations :-

The student is another prominent factors to be considered. As the teacher enters a class room he must be relaxed and before starting a lecture he can have a general discussion with the students for about two to three minutes. Also there is no harm in sharing jokes with the students.

A teacher should start his lecture with the basic idea behind the theory to be

explained. Teacher should illustrate simple examples like, while explaining theory of gear design or torque transmission a simple illustration as to why a scooter or motor cycle or cars are provided with first gear, second gears & third gear.

Discussing internal combustion engine a teacher can narrate the example of automobiles on roads discussing the type of engines they have, two stroke or four stroke, valve arrangements fuel consumption etc. In case of metallurgy subject, a teacher can explain why a low carbon steel is used for building the chassis of cars and what is the importance of ductility for forming the intricate shapes.

It is always observed in a class of fifty or sixty students, generally in last two or three rows are a few students always whispering. disturbing concentration of other students, and the teacher. The teacher should immediately pin-point such students and ask them the difficulty they are having. If

the same is repeated, such student should be asked to sit in the front row from the next period onward.

Time-Table:-

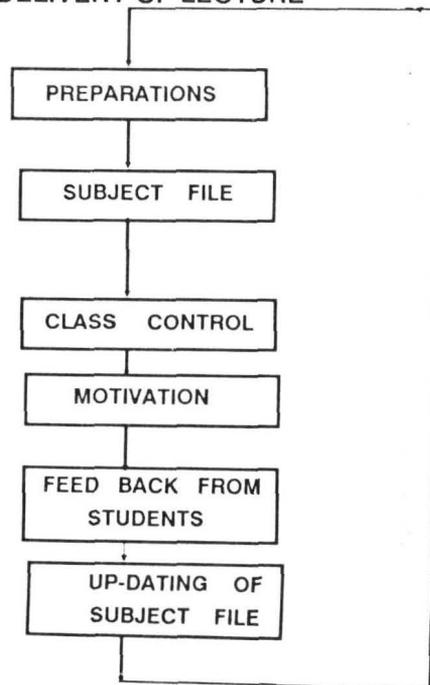
While finalizing the time-table at the initial stage of the session, as far as possible the last periods of the day should be assigned to the practical class. Normally it is observed that the attendance of the student in last two or three periods is very thin, compared to other periods engaged in the day.

Subject File :-

A teacher should prepare a subject file. Subject will consist of all the papers prepared by the teacher to deliver lecture, transparencies, cut outs, question papers and their solutions etc. The subject file should indicate the coverage of the subject in the class.

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- Use of text books and reference books
- Research journals
- Subject file
- Theory and numericals to be taken in the class.
- Transperencies, slides cut outs models etc.
- Question papers and their solutions
- Audible Voice
- Proper attention towards whole class
- Pin-point the mischivious students
- Illustrate proper examples
- Use of teaching techniques,tip, slides etc.
- Ask question to the students.
- Analyze effectiveness of lecture by feed back
- Repeat theory if feed back is improper
- Add information to the subject file.
- Note down the odd questions asked by the students, search answer and file in it.



The subject file must be updated by adding more informations regarding the subject. The updated subject file will be used in successive years for delivering lectures in same subject more effectively.

A well prepared teacher with the use of teaching aids like overhead projector, charts, models and some of the above mentioned tips can definitely deliver an effective lecture in the class.

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