

Practicum Notebook preparation procedure details of 1st sem.

Your notebook preparing procedure should be in this procedure

1. Use only A4 size page.
2. Write only one side of page and another side only for graphics, picture, diagram, etc.
3. After completion of each practicum add trainee teacher and observer column in the last of the page.
4. Notebook should be in the spiral binding form

Binding and writing format.

- I. Front page (format given in the college website).
- II. Certification page of principal /TIC (format given in the college website).
- III. A specimen of Declaration
- IV. Acknowledgement page.
- V. Over all index of all practicum.
- VI. Add one blank page with writing topic name.
- VII. Writing start of 1 practicum .
- VIII. After completion of 1st practicum add one blank page with writing topic name.
- IX. Writing start of 2nd practicum
to be continued in the same procedure.....
- X. After completion of all practicum, Finally add thanking page where external may sign.



(Signature)

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