

From

Principal Secretary, Higher Education Department,
Govt. of Haryana, Chandigarh.

To

1. The Principals of all Government Colleges
2. The Principals of all Government Aided Colleges
(in the State of Haryana)

Memo no 27/102-2017 Co (1)

Dated, Panchkula, the 14th November, 2017


Subject:- Regarding uploading of Lesson Plan of all faculty members on the web sites/web portal of colleges and display on the notice boards.

Kindly refer to the subject cited above.

In continuation of this office letter no. 27/102-2017 co (1) dated 17th September 2017, it is informed that the format of the Lesson Plan has been amended to make it more specific and precise and also to bring uniformity in the Lesson Plans submitted by the teachers. A Specimen of Lesson Plan format is enclosed herewith.

I have been directed to request you to get the Lesson Plans prepared by teachers as per the enclosed format and upload the same on the web site of the College and on the notice board before 25th December 2017 i.e. before the beginning of the next semester.

Action taken report may also be sent to this office accordingly.


Deputy Director Coordination
for Principal Secretary, Higher Education,
Haryana, Chandigarh

Specimen of Lesson Plan Format

Name of the Assistant/Associate Professor:

Class and Section:

Subject lesson Plan: 18 weeks (from January 2018 to April 2018)

Week 1 Chapter 1: Prerequisites
Assignments
Week 1, day 1, Date <ul style="list-style-type: none">○ 1.1.1. An Introduction to Algebra○ 1.1.2 The Top Ten list of Mistakes
Week 1, day 2, Date <ul style="list-style-type: none">○ 1.2.1. Concepts of Inequality○ 1.2.2 Inequalities and Interval Notation
Week 1, day 3, Date <ul style="list-style-type: none">○ 1.3.1. Properties of Absolute Value○ 1.3.2 Evaluating Absolute Value Expressions
Week 1, day 4, Date <ul style="list-style-type: none">○ 1.4.1. An Introduction to Exponents
Week 1, day 5, Date <ul style="list-style-type: none">○ 1.4.2. Evaluating Exponential Expressions○ 1.4.3 Applying the Rules of Exponents
Week 1, day 6, Date <ul style="list-style-type: none">○ 1.4.4 Evaluating Exponential Expressions○ 1.4.5 Applying the Rules of Exponents
Week 2 Chapter 1: Prerequisites
Assignments
Week 2, Day 1, Date <ul style="list-style-type: none">○ 1.4.6 Evaluating Expressions with Negative Exponents○ 1.5.1 Converting between Decimal and Scientific Notation
Week 2, Day 2, Date <ul style="list-style-type: none">○ 1.5.2 Converting Rational Exponents and Radicals○ 1.6.1 Simplifying Radical Expressions
Week 2, Day 3, Date <ul style="list-style-type: none">○ 1.6.2 Simplifying Radical Expressions with Variables○ 1.6.3 Rationalizing Denominators

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