



CBSE/DIR(ACAD)/2020

25th March, 2020
Circular No. Acad-20/2020

Subject: Making the Quarantine Productive

Dear Educationists

In the wake of Covid-19 Pandemic, we are staying and working from our homes, in order to be safe ourselves and to contribute our part in keeping the country safe too. The Department of School Education and Literacy, MHRD, Govt. of India has directed to work from home and we must ensure that, while at the same time as responsible educationists, we need to be positively constructive too. We may utilise this period for undertaking different activities, making the best possible use of technology.

We have some suggestive activities outlined below, which may help you to spend this time on hand in the best possible manner along with your colleagues and students.

1. Planning for the whole Session/Year

- a) Preparation or defining of Learning Outcomes for different subjects and classes. Preparation of Lesson Plans may be done by:
 - writing Learning Outcomes (LOs) either in coherence with the NCERT framework available at NCERT website or by adapting the same
 - detailing the lesson plans replete with experiential and joyful activities, resources
 - integrating assessment activities for the measurement of attainment of each Learning Outcome.
 - integrating art and sports activities
 - integrating activities for the CWSN, if need be.
- b) Mapping Learning Outcomes to the Curriculum.
- c) Preparation of Annual Scholastic and Co-Scholastic Curriculum Plan (ACP) by integrating the scope for different student enrichment activities initiated by the Board and different Ministries of Govt. of India, such as, *Swachhata related activities, Celebration of Ek Bharat Shrestha Bharat, Heritage Quiz, Eco Clubs, SEWA Project, Reading Challenge, etc.*





- d) Along with the above, Annual Pedagogical Plan may be prepared for the whole school, all classes and all subjects. Teachers can also break these down into their monthly/weekly pedagogical plans.
- e) Themes for Innovative Art Integrated Projects for different classes may be decided.
- f) Assessment tools and instruments may be developed systematically for all Learning Outcomes.
- g) Activities may be designed for enhancing the *21st Century Skills; Social Skills and other Life Skills; Culinary Skills; Mathematical Literacy Skills, Scientific Literacy Skills, Reading Literacy Skills and other Language Skills.*
- h) Special activities and learning material for CWSN may be designed and prepared.
- i) Activities or games for experiential and joyful learning may be designed for different subjects.
- j) E-content may be developed which can also be contributed on DIKSHA.
- k) Podcasts on different topics may be developed and shared with CBSE.

2. Student Enrichment Activities

- a) Tutorials/Video Lectures on different topics may be recorded and uploaded on YouTube or school/teachers' Facebook page or WhatsApp group. Digital/e-learning platforms provided by MHRD for online education may be referred. As students will not be able to ask a quick question in real time as they would not be a in real classroom, make your content as lucid and attractive as possible. Add quick pointers, use visual appeals wherever possible. Do not forget to share these links with the Board.
- b) Teachers can also make use of videos and other learning content readily available online after verifying the content and then share it with their students.
- c) Design online formative assessments and self-assessment activities for students to keep track of their learning.
- d) Small creative assignments or projects or practice worksheets or exercises which students can complete easily on their own or under the guidance of their parents at home may be given.
- e) Students may be asked to write stories, poems, songs, raps or design activities or games or any other creative work on any topic of their choice to show their complete understanding of the said topic or concept.





- f) Songs/Poems/Stories on different topics may be recorded by the teachers for students of primary classes.
- g) Some reading material may be shared with the students to enhance their reading skills.
- h) Motivational songs/stories/short movies may be shared.
- i) Virtual field trips and virtual treasure hunt programmes may be planned for students.
- j) Guidelines on social isolation, coping with isolations and games that can be played by staying at home may be provided.
- k) Study timetable and Self learning techniques may be conveyed to students.
- l) Online discussion forum may be created to reach out to the students, resolve their queries and support them.
- m) Weekly announcement to provide an overview of the coming week's topic or a recap of the previous week's work, or both may be posted.
- n) Advisory may be issued to parents suggesting some tips or activities which they can take up to impact the learning curve of their children.
- o) Parent questionnaires can be devised that help parents understand their child better just by filling up the questionnaire.

To compensate the distance, teachers may make their assignments more humane by ending them with phrases like, *"If you have any questions please remember I am here to help. Reach out to me from 9:00 AM to 12:00 AM Monday to Friday so that I can support your success. Or write in Q&A forum."*

3. Teacher Enrichment Activities

- a) Teachers may self-update themselves by:
 - reading books
 - using online training platforms like SWAYAM, and others
 - watching videos, documentaries, Khan Academy lessons etc.
 - joining online groups of teachers which share best practices
- b) Teachers may write blogs on best practices adopted by them and share with others.






No doubt the situation is challenging but there is virtually nothing which cannot be done online. Technology is a blessing for 21st century learners, so just go ahead and connect with fellow educationists worldwide and try to make the most productive use of this time with the help of technology.

We shall see each other in the field soon; till then stay positive, productive and pro-active.

With all best wishes.


(Dr. Joseph Emmanuel)
Director (Academics)

Copy to :

- A. All the Heads of schools affiliated to CBSE to disseminate the information to all the educationists working with them.
- B. The respective Heads of Directorates, Organizations and Institutions as indicated below with a request to disseminate the information to all the schools under their jurisdiction:
 1. The Commissioner, Kendriya Vidyalaya Sangathan, 18-Institutional Area, Shaheed Jeet Singh Marg, New Delhi-16
 2. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Sector-62, Institutional Area, Noida-201309
 3. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110 054
 4. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160 017
 5. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim –737101
 6. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar –791 111
 7. The Director of Education, Govt. of A&N Islands, Port Blair – 744101
 8. The Director of Education, S.I.E., CBSE Cell, VIP Road, Junglee Ghat, P.O. 744103, A&N Island
 9. The Director, Central Tibetan School Administration, ESSESS Plaza, Community Centre, Sector 3, Rohini
 10. The Additional Director General of Army Education, A – Wing, Sena Bhawan, DHQ, PO, New Delhi-110001





11. The Secretary AWES, Integrated Headquarters of MoD (Army), FDRS Building No. 202, Shankar Vihar (Near APS), Delhi Cantt-110010
12. The Under Secretary (EE-1), MHRD, Govt. of India, Department of SE&L, Shastri Bhawan, New Delhi-01
13. All Regional Directors/Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions
14. All Joint Secretaries/ Deputy Secretaries/ Assistant Secretaries/ Analysts (Academic, Training and Skill Unit), CBSE
15. In charge IT Unit with the request to put this circular on the CBSE Academic website
16. The Senior Public Relations Officer, CBSE
17. PPS to Chairperson, CBSE
18. SPS to Secretary, Director (IT), Director (Academics), Controller of Examinations, Director (SE & T) and Director (P.E.), CBSE

Director (Academics)

