

Unit - 6: Instructional materials:

(i) Text book:

A text book be described as being an aid to teaching and learning which is specially prepared by experts for the use of pupils and teachers, presenting a course of study usually in a single subject.

It is a manual of instruction, a book containing a presentation of the principles of the subject used as a basis of instruction. It is equipped with the usual teaching devices. It includes exercises at the end of each chapter for the student. All the students are expected to study a book thoroughly. Questions in the examination are normally set on the basis of the contents of a textbook.

(2)

Definition: According to Francis Bacon (1561-1625) an English philosopher, a textbook is "a book designed for classroom use, carefully prepared by experts in the field and equipped with the usual teaching devices".

The Encyclopedia Britannica [1972] edited by B.L.E defines textbook in these words "Standard works or manual of instruction in a subject of study".

The Oxford English Dictionary [1989] explains the term textbook in these words "A book used as a standard work for the study of a particular subject; now usually one written specifically for this purpose, a manual of instruction in any science or branch of study, especially a work recognised as authority".

- (1) Textbook provide useful guidelines which could help the teachers in day to day teaching. Besides serving the purpose of reference book, it provides suggestions for providing curricular and co-curricular learning experiences.
- (2) For the pupils a textbook is the most accessible guide dependable reference book and all time companion.
- (3) A textbook makes self-learning possible.
- (4) A good textbook helps to form correct understanding of the basic concept and principles of the subject. It provides a common basis on which the process of reading, analysing, outlining and summarising could be mastered.
- (5) A good textbook is useful indispensable means or tool in the teaching learning process.
Thus the textbook is an indispensable means or tool in the teaching learning process.

③ Reference books

a book (as a dictionary, encyclopedia, atlas) intended primarily for consultation rather than for consecutive reading.

a library book that may be used on the premises ~~should~~ may not be taken out.

which are these materials that are meant to aid research by providing quick and accessible information on any particular topic. These materials are usually used to find facts or provide broad views of topics

Surveys

Surveys have a variety of purpose and can be carried out in many ways depending on the methodology chosen and the objectives to be achieved.

④ An examination of opinions, behaviour, ~~conditions~~, situation, or value:

Eg: Educational surveys; Exit interview survey