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## CRITERIA II TEACHING- LEARNING AND EVALUATION

2.3 Teaching-Learning Process

2.3.5 Continual mentoring is provided by teachers for developing professional attributes in students

Any other relevant information

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INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

Managed by Indira Educational and Charitable Trust

2.3.5 Continual mentoring is provided by teachers for developing Professional

attributes in students

MENTOR MENTEE MEETING

Date: 09/11/2023

The mentor and mentee meeting at Indhira College of Education was a fruitful and

productive session. The mentor provided guidance and support to the mentee, helping them

set goals and develop a plan to achieve them. They discussed the mentee's academic progress,

challenges they were facing, and strategies to overcome them. The mentor also offered

valuable advice on building relationships with peers and faculty, as well as tips for success in

the education field.

**Minutes** 

The meeting began with the mentor and mentee introducing themselves and

discussing the purpose of their collaboration. The mentor emphasized the importance of open

communication and trust in their relationship, encouraging the mentee to share any concerns

or difficulties they may be experiencing.

They then reviewed the mentee's academic goals and discussed specific steps to

achieve them. The mentor provided guidance on effective time management strategies, study

habits, and resources available at the college to support the mentee's learning.

The mentor also shared personal experiences and insights from their own education

journey, offering encouragement and motivation to the mentee. They discussed the

importance of networking and professional development in the B.Ed and M.Ed programme,

and the mentor offered guidance on how to build a strong professional network.

Format for Individual SWOT Analysis

**Strengths:** 

1. My strong work ethic and dedication give me a competitive advantage in the workplace.

2. I have access to valuable resources such as online courses and training programs to

enhance my skills.

3. The projects I have worked on have received positive feedback and are performing well.

## Weaknesses:

- 1. I can improve my time management skills to meet deadlines more efficiently.
- 2. There are certain projects that I struggle with and underperform on compared to others.
- 3. I lack resources in terms of mentorship and guidance in certain areas of my work.

## **Opportunities:**

- 1. Exploring new technology such as project management software can help streamline my workflow.
- 2. There is potential to expand my skill set and take on more challenging projects to grow professionally.
- 3. Testing new segments or industries can provide me with diverse experiences and opportunities for growth.

## **Threats:**

- 1. Changing regulations in my industry may impact the way I approach my work or the projects I can take on.
- 2. Competitors may offer similar services or skills, making it important for me to differentiate myself in the market.
- 3. Shifting consumer trends may require me to adapt and stay updated on industry developments to remain competitive.

At Indhira College of Education, teaching and learning are seen as an integral part of the development of a society. The unique teaching learning process at the institution focuses on the importance of mentoring. Mentoring is not just about transferring knowledge and skills, but also about providing professional and personal support to help students succeed in their graduate studies and beyond. Quality mentoring can greatly enhance students' chances for success, and as mentors at the college, the goal is to provide the best mentoring possible to help students develop their professional attributes and achieve success in their chosen fields.

The following components are included during mentoring

**Active Listening** 

Identifying goals

Motivation

Listening with compassion Flexible

Non-Judgemental

Giving Constructive Feedback

Sharing Ideas / Experiences

**Building Trust Asking Questions** 

The following questions are being asked during mentoring process.

- 1. Define the Goals of Mentoring
- 1. In what way the students benefit from mentoring
- 2. Observing the mentee during mentoring
- 3. Follow up

In the case of group mentoring a team spirit and leadership skills are stressed.