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# PROCESS MANUAL

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**Policy for Slow learner and Advanced learner**



VINAYAKA MISSIONS UNIVERISTY  
SALEM

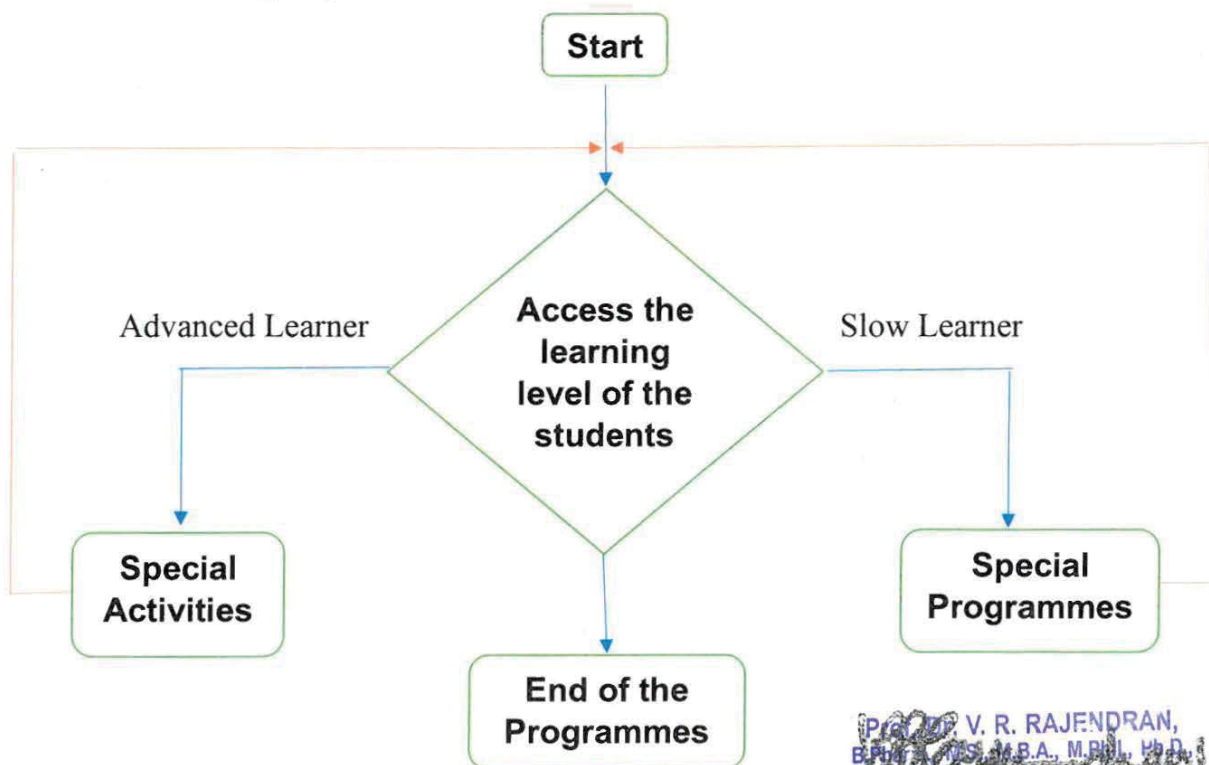
  
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## METHODOLOGY TO ASSESS THE LEARNING LEVEL OF THE STUDENTS

Vinayaka Missions University initiated to assesses the learning levels of students to identify the talent of the students, they are getting involved in some group activities and individual activities. The ability to take a leadership role, creativity in presenting a topic, content of the discussion, their attitude and Skill were also known by their performance. Their special and potential abilities are exhibited during the induction programme which helps the teachers in moulding the students for improved performance in academics.

The initial role of a teacher is to know from where to start, so that the teaching learning activity leads the path in the right direction. For the first-year students, board examination marks are used to identify their learning levels. The performances of the senior batch students are assessed by the marks secured in the sessional examination and previous University examination. The teacher also initiates informal interaction with students in identifying the interests, aspirations, motivation, and their pace of learning which helps in building rapport and eliminates the fear of students. The institution also uses the mentoring system in giving individual attention to the students. These measures help to address the concerns of both groups of learners.



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### ***Figure 1. Methodology to access the learning levels of the students***

The purpose of assessment of the learning levels of the students and conduction of activities for them is

- To identify the slow learners and advanced learners in the class
- To take measures for their better performance and advance their skills
- To make sure that slow learners and advanced learners are taken care as per their needs
- To help them to improve in their academics

#### **1. SLOW LEARNER**

Generally, slow learners are described as those students who are somewhat below average in academic achievement and general mental ability. In terms of intelligence tests, they range in intelligence quotients from seventy up to ninety. Many of them have limitations in factors such as physical condition, personality, and in other areas.

The slow learners will find it difficult to understand the lessons and may have difficulties in their comprehension, retention, reproduction and integration and their motivation levels also may be poor. They may find it difficult to adjust with the teaching learning process and can drop out or fail in the programme. The poor performance may not be a sign of the poor capacity or talent but may be due to inappropriate teaching methods, family situations, inadequate motivations and supports, unscientific learning practices or even the inability to converse in an unfamiliar language.

#### **2. ADVANCED LEARNER**

The term advanced learner refers to the students who are faster than the other students in the class to achieve high score in academic engagement. They are more potential with their comprehension, retention, memory, critical thinking, creativity, and contextualization practices. These students can take up higher level learning and academic responsibilities. They can bring some new concepts, strategies, and can take the leadership in the teaching learning activities.

#### **3. METHODS OF ASSESSMENT**

The students can be assessed to identify their learning levels by different mechanisms such as the merit in the qualifying examinations, Competitive entrance examinations, and the performance in the initial stage of the programme

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including the bridge courses and orientation programmes conducted. These mechanisms are assessed through the qualitative methods can be taken as indicators of their achievement as they get admitted to the programme in the University. This level can be set as the benchmark of the student. Then they can be assessed continuously through the examination results at various levels and stages, their performances in the extra - curricular and co-curricular activities throughout their college life. The assessment procedure can be a statistical process of making the three levels like Low, Average and High based on their achievement. The change of the students and the levels achievements can also be compared with the previous semester/year so that the advancements can be assessed, and appropriate interventions can be made.

The process of assessment of the learning levels of the students shown in Fig. 1.

The constituent unit of the university shall fix the percentage of marks on following parameters based on the concern academic regulation and based on the guidelines they shall be identify the slow learner and Advanced Learner

1. For Subsequent Semester/ Year of studies


- Marks secured in internal evaluation for each subject
- Mark secured in previous End semester/ year university examination
- Students' Attendance during the semester/ year
- Class performance report on monthly basis by class teacher and concern Faculty mentor

Based on the above parameter the report will be prepared for both learners by class coordinator in consultation with faculty mentors and submitted to Head of the institutions through head of the department. Then the special programmes are organized for both the learner and monitoring can be takes place by the faculty advisor and mentor

### 3. CONDUCT OF ACTIVITIES FOR SLOW LEARNERS

The following activities are to be identified for Slow learners

- Bridge courses / Communication Skill course
- Remedial classes for weaker subject
- To maintain student attendance
- Conducting retest
- Special attention given by mentors

  
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Based on the performance of the activities, the class advisor of each class shall be prepared the performance report of the slow learner with the help of mentors and obtained the feedback of every activity. The process shall be continued till the slow learner improves the performance.

The class advisor of every year/semester shall ensure the following

- Preparing schedule for bridge courses, remedial classes, seminars, group discussion, retests for weaker subjects, revision sessions for slow learners
- To prepare the test report of class evaluation test
- Maintaining the attendance of slow learner sessions
- Shall maintain the record for special sessions conducted for slow learners

#### 4. CONDUCT OF ACTIVITIES FOR ADVANCED LEARNERS

The following activities are to be identified for Advanced learners

- To conduct the value-added courses
- Prepare them to participate seminar, workshop, conferences
- Encourage them to involve in research and make them to publish papers
- Encourage them to participate Extracurricular activities

Based on the performance of the activities, the class advisor of each class shall be prepared the performance report of the Advanced learner with the help of their mentors and obtained the feedback of every activity. The process shall be continued till their end of their programme of study.

The head of the Institutions shall submit the consolidated report to the University for every semester.

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