General guidelines for teaching underprivileged children

1. Always ensure that you first break ice with the children before teaching them anything. If required you may use one whole session to simply get familiar with each other.

2. Always maintain class discipline but without resorting to anger and misbehaviour. Zero tolerance for indiscipline; be firm with children but not rude.

3. Treat the children as equals. (No belittling)

4. Try to engage children through stories, games, etc. Children in the age group of 10-15 have an attention span of 30 mins max. To increase this, include interactive activities.

5. Ensure that the session is interactive, imparting information should not be one sided. If it happens so during theory part, ask a lot of questions. Help them discover the answer.

6. Occasionally have activities that involve movement, so the sessions just don’t involve sitting at one place. A 2 min break with a good game like Simon Says (http://en.wikipedia.org/wiki/Simon_Says) or the ‘Clap at 7’ (http://www.mftrou.com/clap-on-7-icebreaker-exercise.html)

7. Appreciate at least 5 children a day for any good thing they would have done to encourage them. Appreciation tool like everyone claps exactly 3 times for the particular boy/girl is a good practice. This is a very very very important part of teaching.

8. If children have to share computer/laptop then let them work on it turn by turn. While using laptops you can have a mouse which will help them better.

9. Summarizing each session at the end of the day (preferably by writing on the board) and revision at the beginning of each session by asking the children is a must.
SESSION SCHEDULE

Session 1

PRONUNCIATION AND WRITING (A-H, a-h) (UPPERCASE AND LOWERCASE)

RESOURCES REQUIRED: CHOCOLATES

Introduction:

1) Since this is the first class introduce yourself and break the ice. Ask the children to introduce themselves, ask for their name, class, favourite subject, sport, etc.

2) Use the names of the students to introduce alphabets. Volunteers should relate the alphabets with the student’s name. Eg A for Amit, J for Jignesh, I for Isha.

Teach them about basic class discipline:

- Quiz them if they remember anything from last year.

1. If you want to ask something than raise your finger first and then ask. (Make them play a game for this.)

2. Make a team of 5 students and ask each team to sing a different song and make all teams sing together. Because of this, we will not be able to hear the song of any team. After this tell the students that we all sang together but we could not hear anything. So to avoid this, we must first raise our hands and then speak.

3. Do not make the classroom walls dirty and do not scribble on the benches.

4. (Explain to them that when they make the class room dirty the peon has to work hard to clean them, so ask them to avoid it as much as possible...)

5. Also explain that the class room is just like a second home and a temple, so we should not make the classroom walls dirty.)

Teaching the children alphabets A to H

Activity:

- **Reading** - Incorporating alphabets and everyday objects in a short story and narrate it, examples given below, you can make your own stories.

- **Writing** - Volunteers write on the board and kids write in their notebooks.

- Some examples of the story are given below.
# ALPHABET AND WORDS

<table>
<thead>
<tr>
<th>ALPHABETS</th>
<th>WORDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>AEROPLANE, APPLE, ANT</td>
</tr>
<tr>
<td>B</td>
<td>BALL, BAT, BUS, BLUE, BLACK, BENCH</td>
</tr>
<tr>
<td>C</td>
<td>CAT, CAR, COW, CHALK</td>
</tr>
<tr>
<td>D</td>
<td>DOG, DOOR, DRUM</td>
</tr>
<tr>
<td>E</td>
<td>ELEPHANT, EAT, EAR</td>
</tr>
<tr>
<td>F</td>
<td>FISH, FAN, FACE, FREE, FLOWER</td>
</tr>
<tr>
<td>G</td>
<td>GIRL, GATE, GOAT, GREEN, GUJARAT</td>
</tr>
<tr>
<td>H</td>
<td>HOUSE, HAND, HAIR</td>
</tr>
<tr>
<td>I</td>
<td>I, ICE, INDIA</td>
</tr>
<tr>
<td>J</td>
<td>JUG, JUMP, JAM</td>
</tr>
<tr>
<td>K</td>
<td>KITE, KNIFE, KING</td>
</tr>
<tr>
<td>L</td>
<td>LEG, LAUGH, LEAF</td>
</tr>
<tr>
<td>M</td>
<td>MONKEY, MOM, MAN, MOUSE, MOON</td>
</tr>
<tr>
<td>N</td>
<td>NOSE, NAILS, NIGHT, NEWS, NUMBERS</td>
</tr>
<tr>
<td>O</td>
<td>ORANGE, ONION, OIL, ORANGE</td>
</tr>
<tr>
<td>P</td>
<td>PARK, PEN, PENCIL, PAPER</td>
</tr>
<tr>
<td>Q</td>
<td>QUIZ, QUEUE, QUIET, QUEEN, QUESTION</td>
</tr>
<tr>
<td>R</td>
<td>RAT, RIVER, ROAD, READ, RICE, RUN, RING, RED</td>
</tr>
<tr>
<td>S</td>
<td>SUN, SOAP, SHIP, SHEEP, SANDWICH, SLEEP, SALT</td>
</tr>
<tr>
<td>T</td>
<td>TOY, TOMATO, TELEPHONE, TV, TIGER</td>
</tr>
<tr>
<td>U</td>
<td>UMBRELLA, UNIFORM, UP</td>
</tr>
<tr>
<td>V</td>
<td>VAN, VIDEO, VEGETABLE, VILLAGE</td>
</tr>
<tr>
<td>W</td>
<td>WALL, WALK, WIND, WORK, WINDOW</td>
</tr>
<tr>
<td>X</td>
<td>XMAS, XRAY</td>
</tr>
<tr>
<td>Y</td>
<td>YELLOW, YEAR, YES, YOUNG</td>
</tr>
<tr>
<td>Z</td>
<td>ZEBRA, ZOO, ZERO</td>
</tr>
<tr>
<td>Column</td>
<td>Text</td>
</tr>
<tr>
<td>--------</td>
<td>------</td>
</tr>
<tr>
<td>A</td>
<td>Amit jyare Ghare pahuchyo ene pav bhaaji khaavi hati, pan ene malyu ek APPLE.</td>
</tr>
<tr>
<td>B</td>
<td>Bharti ne cricket ramvu hotu. Toh ena pappa-e ene ek black bat ane ball aapyu.</td>
</tr>
<tr>
<td>C</td>
<td>CHANDU jyaare eeni CAT jode CAR ma farto hato eni CAT bahaar kudi gayi.</td>
</tr>
<tr>
<td>D</td>
<td>DIVYA DRUM vagadi thi ane eno room no DOOR khullo hato, to eni mummy-e ene bau ladyu.</td>
</tr>
<tr>
<td>E</td>
<td>Jyaare amit lunch karto hato toh eene tv par ek ELEPHANT joyu jea ears bahu mota hata.</td>
</tr>
<tr>
<td>F</td>
<td>Kankaria lake ma bau badhi FISH che. Ane talaav pase bau badha FLOWERS che.</td>
</tr>
<tr>
<td>G</td>
<td>Kale Dabang picture ma ek GIRL hati. Ene GREEN colour na kapda pairya hata.</td>
</tr>
<tr>
<td>H</td>
<td>Hun darroj school maate HAIR baandhi ne niklu chu. Pan HOME aavta aavta maara HAIR bagdi jay che.</td>
</tr>
<tr>
<td>I</td>
<td>Hun INDIA ma rau chu. Maaro IDOL Abdul kalam che.</td>
</tr>
<tr>
<td>J</td>
<td>Mein kale mela ma JOKER joyo. En eek saathe 5 paani JUG thi kartab karto hato</td>
</tr>
<tr>
<td>K</td>
<td>Gujarat na KING ne ek bahu moto shauk hato. Ene KITE udaavi bau gamti hati.</td>
</tr>
<tr>
<td>L</td>
<td>Kabbadi ramta ramta lata e eno LEG todi nakhyo. Padva na kaaran ene LIPS upar pan vaagi gayu.</td>
</tr>
<tr>
<td>M</td>
<td>Maara ghare ek moto MOUSE che. Ene joine maari MUMMY e bum paadi.</td>
</tr>
<tr>
<td>N</td>
<td>Ramesh ne ek thi sau NUMBERS ganta aavde che. Eni aa vaat bau NICE che.</td>
</tr>
<tr>
<td>O</td>
<td>Ram ni mummy ene aloo ONION nu shaak aape che. E shaak eni mummy OIL ma banave che</td>
</tr>
<tr>
<td>P</td>
<td>Ramesh ne ganit na dakhla ganva maate ena teacher e PAPER ane PEN aapyu. Ene exam ma bau saara taka aaya.</td>
</tr>
<tr>
<td>Q</td>
<td>Gautam e aaje vigyan ni QUIZ lidhiu. Ema ene baddha QUESTIONS na sachya jawwab aapya.</td>
</tr>
<tr>
<td>R</td>
<td>Milkha singh bau fast RUN karto hato. Eni raftaar ROAD par chalti cycle thi pan vadhaare hati.</td>
</tr>
<tr>
<td>S</td>
<td>Bharat ne SANDWICH bau gamti ati. Ek vaar e bau khush thai gayo jyaare ene nasta ma SANDWICH mali. Pan e SANDWICH na khai shakyo karanke ema bau badhu SALT atu.</td>
</tr>
<tr>
<td>T</td>
<td>Vishal ne TIGER bau gamtao hato. Pan jyaare ene TV ma TIGER ne ek bhens ne khata joyo, tyaaare e bi gayo.</td>
</tr>
<tr>
<td>U</td>
<td>Ek vaar hari school aavta aavta potani UMBRELLA bhuli gayo. Ena lidha eno UNIFORM Bagdi gayo.</td>
</tr>
<tr>
<td>V</td>
<td>Jay rajaon ma ena VILLAGE ma gayo hato. Tyana na VEGETABLES nu shaak ene bau bhaave che.</td>
</tr>
<tr>
<td>W</td>
<td>Kaale rate bau tez WIND chaalti hati. Ena lidhe maari WINDOW tuti gayi.</td>
</tr>
<tr>
<td>X</td>
<td>Kho kho ramta ramta kartik eno pag todi nakhyo. Doctor e ene X-RAY kadhabaanu kidhu.</td>
</tr>
<tr>
<td>Y</td>
<td>Omar ne dar YEAR nava kapda male che. Ene a varshe YELLOW colour na kapda malya.</td>
</tr>
<tr>
<td>Z</td>
<td>Kale fenil Kankaria ZOO ma gayo hato. Tya en ek ZEBRA joyo. ZEBRA joine e bau khush thai gayo.</td>
</tr>
</tbody>
</table>
Practice:

- Every row will be assigned 4 letters and they would have to pronounce and write it in their books.
- Volunteers must ensure that everybody in the row writes it and all the assigned alphabets are covered. Both A and a should be covered.
- Winner gets a chocolate or a star on his wrist/Notebook.

Homework:

- Recall and write your favourite alphabets. Minimum 5 alphabets should be given in the homework.
- Learn all alphabets and remind them that they would be asked these alphabets randomly in the next session.

HYGIENE

Activity (30 MINUTES)

Objective: To make sure they wash their hands properly and more importantly know the correct way of washing.

Materials: Glitter

Activity:

- First of all divide the class into groups of ten.
- Then sprinkle glitter on their hands
- Tell them to wash their hands such that the glitter wears off.
- Then show them the actual way of washing hands with the help of the link or teach them a simple 3-step method.
- Make them recall the steps in the class and write it on the blackboard if required.
- After that make the children wash the hands the correct way.
- Make sure each student of each group knows how to wash hands

Tips:
https://www.youtube.com/watch?v=MIE0KbGIXjM
This link shows how to properly wash their hands
Session 2

PRONUNCIATION AND WRITING (I-P, I-P) (UPPERCASE AND LOWERCASE)

RESOURCES REQUIRED: Chocolates

Revision

- Write down the alphabets (A-H, a-h) on the board, select 15 kids and ask them. (Make a list of the kids covered).
- Divide the kids in half for the 2 sessions.
- For e.g. There are 30 students in the class, therefore 15 students will be selected in today's session and the rest 15 will be covered in the next session.

Teaching the children alphabets I to P

- Make the class more interactive by asking whose names were not covered in the previous session. Relate their alphabets with names. H for Hari.
- Write the names of famous actors and sport personalities on the blackboard whose name starts from I-P. Eg. N-NaMo

Activity:

- **Reading** - Incorporating the words and everyday objects in a short story and narrating it, examples have been given to you.
- **Writing** - Volunteers write on the board and kids write in their notebooks.

Practice:

"Challenge of chocolates"

- Every row will be assigned 2 letters and they would have to pronounce and write it.
- Volunteers must ensure that everybody in the row writes it and all the assigned alphabets are covered. Both A and a should be covered.

*Winner gets a chocolate or a star on his wrist/Notebook.*

Homework:

- Recall and write your favourite alphabets. Ensure that minimum 5 alphabets are written in the homework book.
- Learn all alphabets and remind them that they would be asked these alphabets randomly in the next session.

HYGIENE

Activity (30 MINUTES)
Objective: Repeat and revise the last session. Drill it down in the children.

Materials: Glitter

Activity:

- First of all divide the class into groups of ten.
- Then sprinkle glitter on their hands
- Tell them to wash their hands such that the glitter wears off.
- Then show them the actual way of washing hands with the help of the link.
- After that make the children wash the hands the correct way.
- Make sure each student of each group knows how to wash hand
- Ask questions from the last session

Tips:
https://www.youtube.com/watch?v=MIE0KbGIXjM
This link shows how to properly wash their hands
Session 3

PRONUNCIATION AND WRITING (Q-Z, q-z) (UPPERCASE AND LOWERCASE)

RESOURCES REQUIRED: CHOCOLATES

Revision:

- Write down the alphabets (I-P, i-p) on the board, select 15 kids and ask them.
- Make a list of the kids covered and ensure that the kids not covered in the previous session are selected today!

Teaching the children alphabets Q to Z

- Make the class more interactive by asking the students whose names were not covered in the previous session. Relate their alphabets with names. Z for Zaria.
- Write the names of famous actors and sport personalities whose name starts from I-P. e.g. S-Sachin Tendulkar

Activity:

- **Reading** - Incorporating the words and everyday objects in a short story and narrating it, examples have been given to you.
- **Writing** - Volunteers write on the board and kids write in their notebooks.

Practice:

"Challenge of chocolates"

- Every row will be assigned 2 letters and they would have to pronounce and write it.
- Volunteers must ensure that everybody in the row writes it and all the assigned alphabets are covered. Both A and a should be covered.
- Winner gets a chocolate or a star on his wrist/Notebook.

Homework:

- Recall and write your favourite alphabets. Ensure that minimum 5 alphabets are written in the homework book.
- Learn all alphabets and remind them that they would be asked these alphabets randomly in the next session.
HYGIENE

Activity

Objective: By the end of this activity the child must know the body parts which are associated with items associated with various items like toothbrush, nail cutter etc.

Materials: Nail cutter, comb, toothbrush (every volunteer should bring one set)

Revision: Check beforehand whether they can connect antiseptic soap with hands

Activity:

- Volunteers must carry the materials/resources required for the activity
- First volunteers must teach the children the importance of having clean nails, hair and teeth
- Next volunteers need to divide the class into 3 groups. One group will practically learn how to comb hair, the other group will learn how to cut nails and then the third group will teach them how to brush teeth
- All steps should be ideally explained in 3-4 steps and not more.
- Ask children to repeat all steps multiple times. Share an interesting story on the steps. All this will help children to remember

Tips:

- Ask selected students from each of the three groups to give a presentation on whatever they learned. This will make them communicative about important hygiene points.
Session 4

Revision Session

RESOURCES REQUIRED: CHOCOLATES

Introduction:

- Write down the alphabets (a-z [LOWERCASE]) on the board, ask them to speak the alphabets ALOUD. (Make sure that the kids on the last bench (BACKBENCHERS) are covered)
- Take an ORAL QUIZ, wherein volunteers call out the alphabets and students write them in the notebook.
- Make sure every student participates.

Activity:

- First make sure you ensure that the children know this is an "Activity" and not a "Test".
- Give it a fancy name like "Kaun banega Crorepati" OR an ACTOR/ACTRESS names- Kareena Kapoor, Shahrukh Khan etc.
- On the blackboard, Make 4 columns and give them interesting names like Kohli, Tendulkar.
- Then ask them to identify, pronounce and make words from alphabets.
- Give them 10 points for every answer.
- Subtract 5 points for bad behaviour.
- Make sure every child attempts to answer. (THIS IS TO BE STRESSED ON)
- Encourage students to answer. Make sure you don’t be strict with the marking systems
- At the end distribute chocolates etc to the students.

HYGIENE

Activity

Objective: Repeat the last activity with every group doing the activity (nail cutting, hair combing and brushing teeth) which they did not pick up in the last hygiene session. This way we lay stress on simpler things and yet make every session interesting for the children

Materials: Nail cutter, comb, toothbrush (every volunteer should bring one set)

Revision: Check beforehand whether they can connect antiseptic soap with hands

Activity:

- Volunteers must carry the materials/resources required for the activity
- First volunteers must teach the children the importance of having clean nails, hair and teeth
- Next volunteers need to divide the class into 3 groups. One group will practically learn how to comb hair, the other group will learn how to cut nails and then the third group will teach them how to brush teeth
- All steps should be ideally explained in 3-4 steps and not more.
- Ask children to repeat all steps multiple times. Share an interesting story on the steps. All this will help children to remember

Tips:

- Ask selected students from each of the three groups to give a presentation on whatever they learned. This will make them communicative about important hygiene points.
Session 5

Counting and Writing the numbers (1-20)

RESOURCES REQUIRED: CHOCOLATES

Teaching number

- Start by asking them the number of objects in the class.
- Translate the Numbers from Gujarati to English
- By this explain them the importance of counting

Activity:

- After the introduction, write the numbers on the board and let the students write it in the notebook. (1-20)
- Make numbers through stories. eg. 3- Ramesh to reach home makes 2 half rounds of 2 playgrounds.

Practice:

- Recall the numbers spoken during the class.
- Introduce and this time make the students count and write them in English

Homework:

Count the number of objects at home and write in notebook
1. Doors
2. Chairs
3. Drinking glasses
4. Windows
5. Plates

HYGIENE

Activity

OBJECTIVE:

Teach students that germs can transfer between hands and surfaces

MATERIALS:
1. A toy truck (you may use a ball or hard toy of any kind if you don’t have a truck)
2. Bits of paper
3. Disinfecting Wipes
METHOD:

- Talk to your class about the importance of cleaning surfaces. Remind them that even if something looks clean, it can still have germs on it.
- Have your class sit in a circle with a toy truck (the Germ Mobile), or whatever alternative toy you choose.
- Bring 2 trucks if possible so that the class can be divided into 2 groups.
- Give a small piece of paper (like a bit) to each child (representing their own germs).
- Pretend that you are sick and fake a sneeze onto your hands or cough on it or place it on a dirty part of the class. Then, touch the toy and put some torn bits of paper in it (showing them that your germs from the sneeze have now spread on the truck)
- Demonstrate how they can spread germs from a sneeze (bits of paper represent the germs).
- Send the toy around the circle and as each student touches it have him or her put the bit of paper given to them on the toy (representing the germs that were on their hands are also on the truck now).
- Then take a bit of paper from the toy (demonstrating surface-to hand germ transfer from the students to the volunteer).
- Then the toy goes all the way around the circle and all the students pick up one bit of the paper and discuss the results with the students: notice that germs are on everyone as well as on the toy. This is how easily germs can spread (by touching the truck the germs have now reached them, no matter their own or others).

Tips:

- Talk to them about what have they learnt from it.
Session 6

Counting and Writing the numbers (21-50)

Resources Required: Chocolates

Revision:

- Counting the numbers taught in the previous session in the perfect order.
- Make sure all the kids speak - divide the classroom in half and let the first half speak all the numbers and then the second half shall speak it.

Teaching number 21 to 50

- Make the students count the things in the room which are more than 20. i.e. number of pages in the book, kids etc.

Activity:

- Blackboard method - Volunteers write on the board and kids write in their notebooks.

Practice:

- Speak random numbers and students write them in their notebooks

Homework:

- Ask them to count number of red cars they see and write in the notebook.
- Ask them to count number of trees on their way back home and write in the notebook.

HYGIENE

Activity

OBJECTIVE:

Teach students that germs can transfer between hands and surfaces

MATERIALS:

4. A toy truck (you may use a ball or hard toy of any kind if you don’t have a truck)
5. Bits of paper
6. Disinfecting Wipes
METHOD:

- Talk to your class about the importance of cleaning surfaces. Remind them that even if something looks clean, it can still have germs on it.
- Have your class sit in a circle with a toy truck (the Germ Mobile), or whatever alternative toy you choose.
- Bring 2 trucks if possible so that the class can be divided into 2 groups.
- Give a small piece of paper (like a bit) to each child (representing their own germs).
- Pretend that you are sick and fake a sneeze onto your hands or cough on it or place it on a dirty part of the class. Then, touch the toy and put some torn bits of paper in it (showing them that your germs from the sneeze have now spread on the truck).
- Demonstrate how they can spread germs from a sneeze (bits of paper represent the germs).
- Send the toy around the circle and as each student touches it have him or her put the bit of paper given to them on the toy (representing the germs that were on their hands are also on the truck now).
- Then take a bit of paper from the toy (demonstrating surface-to-hand germ transfer from the students to the volunteer).
- Then the toy goes all the way around the circle and all the students pick up one bit of the paper and discuss the results with the students: notice that germs are on everyone as well as on the toy. This is how easily germs can spread (by touching the truck the germs have now reached them, no matter their own or others).

Tips:

- Talk to them about what have they learnt from it.
Session (7-8)

Revision

Resources Required: Chocolates

Introduction:

- Write down the alphabets (a-z[LOWERCASE], A-Z[UPPERCASE], 1-50) on the board, ask them to speak the alphabets ALOUD. (Make sure that the kids on the last bench (BACKBENCHERS) are covered).
- Take an ORAL QUIZ, wherein volunteers call out the alphabets and students write them in the notebook
- Make sure every student participates.

Activity:

"THE CHIT GAME"

- Kids select a chit from the bowl.
- Depending upon the numbers called, the kids form a line and call out their number.

"JUMP"

- Jumping and enacting the numbers.

Form the Number:

1. Get the children out of the classroom for this activity and let them have some fun.
2. In this activity tell the children to stand in such a manner, forming lines and curves to make it look like a number.
3. Make sure all children are participating in it. eg. Some students can form the number 1 while the others form 2.

Number 0
"HOPSKOTCH"

- Play hopscotch-[PAGATHIYA]
- Build SQUARES on the floor and number them.
- Choose the students.
- Students shall throw a chalk piece and then hop on the squares (LANGADI), till they reach the SQUARE.

HYGIENE

Activity

HOT AND COLD

Objective

Help students understand:

- That every area in their classroom could potentially contain germs.
- Why these germs exist, how they can be harmful and how to get rid of them.

Materials

- Student Note Book

Method

The points of this activity are to demonstrate that there really isn’t a “germ-free” zone in the classroom and to think of ways to keep the classroom cleaner.

- Using Mission Twelve for your reference, discuss eight actions that can contribute to the spread of germs with your students.
• o Touching a doorknob. o Coughing.
• o Using a computer mouse. o Sneezing.
• o Taking the garbage out. o Blowing your nose.
• Touching someone else’s hands. o Eating.
• Remember these actions (and in some cases, objects) as you demonstrate how germ-y a classroom can be while touching surfaces and objects around the classroom.
• With the goal of finding a “germ-free” zone in your class, have students direct you using hot and cold clues.
• A kid is selected to go out and wait, while the teacher pretends to sneeze or cough in certain areas in the classroom.
• After this, the kid who was waiting outside is called inside.
• His classmates guide him using the word “HOT” and “COLD”, where the “HOT” means it is a “GERMZONE” while the “COLD” means the “GERM FREE” zone.
• As you touch desks, chairs, the floor, the pencil sharpener etc., your students will yell out “cold” if you’re far from a “germ-free” Zone and “hot” if you’re close to a “germ-free” zone.
• There aren’t any hot or germ-free zones so challenge your students to explain why they believe each object or place to be germ-y or germ-free.

Tips:
• Make sure that the children know how dangerous the germs are to our body

NOTE: ACTIVITY TO BE DONE ONCE IN EACH SESSION.
Session 9

Addition of 1 digit numbers

Resources Required: Chocolates

This is what you need after you've done the set stuff and get what's going on with addition... If you still need to "count up" or count on your fingers to get the answer, then this is how to fix that!

First, you need to get a yardstick. (If you don't have one, most hardware stores will give you one for free.)

Next, you need to get a game piece or a rock -- just something you can use to mark your place on the yardstick.

Check it out:

Let's do $9 + 5$

Step 1:

Start by putting your game piece on the 9...

Step 2:

Now, move up 5 places (since it's +5)... Just like you'd do on a board game if you rolled a 5 on the dice:
Method 2:
- Teach them basic addition through fingers and objects in class
- Connect it with Sarvalu (Gujarati for addition)
- Example: 8 + 4, then say 8 in the mind and 4 on the fingers, 9, 10, 11, Answer is 12.

Method 3: Dot Method
- Simple addition sums implemented using the vacant squares which are then filled with the needed "DOTS" representing the number needed in the square to add them.
- Eg 2+__ = 5
- Put in 3 dots in the square.
- Link to know more: - http://www.homeschoolmath.net/teaching/a/missing_addend.php

Practice:
Give them a few 2 digit sums on the blackboard
Homework:
Give them 20-30 sums to do as homework. Make sure they do it.

HYGIENE

ACTIVITY

Objective: By forming the toilet cleaning committee and the outdoors committee, we make sure the ones

Materials required: Brooms, Mops and Cleaning rugs.

Activity:

- Make 3 committees of about 10-15 students each.
- Assign each committee with a specific area to clean – Like Toilet, Campus and Building.
- The volunteers should lead the cleanliness campaign first and show it to the kids.
- Make sure that other kids don’t feel bad and tell them they will all be working in team. Moreover the kids need to be explained that this cleanliness work is not bad but very very important. One has to clean their own rubbish.

Note:
The main focus of the discussion should be:

- The committee must be held accountable by their peers as well as the volunteers
- More attention should be given on how to maintain the surroundings such as not littering around
Session-10

Addition of 2 digit numbers

Revision: Make sure they have done the homework (important).

Method 1:

We're going to work with everything stacked because this is what you'll always do with bigger numbers.

I'm also going to have you do something really weird... I'm going to have you work backwards!

I'm going to have you add the ones first... then the tens. You'll have to do it this way when the numbers get harder.

Let's jump in!

\[
\begin{align*}
23 + 51
\end{align*}
\]

Step 1:

Stack them and line everything up:

\[
\begin{align*}
23 \\
+ 51
\end{align*}
\]

Step 2:

Add down the stripes... Do the ones first, then the tens:
Activity:

- Using sticks to represent the numbers, to add the numbers.
- It teaches how to add two double digit numbers with carrying (e.g. $18 + 23 = 41$).
- It also explains what carry is and how to handle it.
Another activity that can be used is counting the number of squares and circles in a figure. You can also include adding the number of squares and circles in 2 figures.

Practice:

- Give them higher level addition sums including “carry over “ on the blackboard

Homework:

- Give them 20 sums for homework and check in next session.

**HYGIENE**

**ACTIVITY**

**Objective:** By forming the toilet cleaning committee and the outdoors committee, we make sure the children the

**Materials required:** Brooms, Mops and Cleaning rugs.

**Activity:**

- Make 3 committees of about 10-15 students each.
- Assign each committee with a specific area to clean – Like Toilet, Campus and Building.
- The volunteers should lead the cleanliness campaign first and show it to the kids.
- Make sure that other kids don’t feel bad and tell them they will all be working in team. Moreover the kids need to be explained that this cleanliness work is not bad but very very important. One has to clean their own rubbish.

**Note:**

The main focus of the discussion should be:

- The committee must be held accountable by their peers as well as the volunteers
- More attention should be given on how to maintain the surroundings such as not littering around
Session 11

Addition of 2 digit numbers using carry over

Revision: Make sure they have done the homework

Method 1: Using carry over

Let’s just dive right in and do one!

\[
\begin{array}{c}
28 + 39 \\
\hline \\
17 + 7
\end{array}
\]

Step 1:

Just like before, stack and line things up:

Put the tens guy up in the tens column...
Put the ones guy in the ones answer spot.
<< Now, I'm going to make my stripes taller...

You'll see why in a second!

First, add the ones:

This is called "regrouping" since we had to put the tens guy in the next stripe over with all the other tens guys! Way back when I learned this stuff, it was called "carrying." Of course, we didn't have cell phones or DVD players back then either!

Step 2:

Now, add the tens...

So, $28 + 39 = 67$
Activity:

“Floor game”

In this game we make students participate to make them learn how to add basic numbers.

Example:

Take a paper and draw a plus sign (“+”) on it. Ask a student A to stand on the left sign of the + sign and 2 students B and C on the right side of the sign. Now we ask the students to count the total number of students standing; they start counting (1...2...3) thus 3 in total. This way they learn:

1 + 2 = 3

This activity is extremely basic and should be used as an ice breaker for the number line.

Method 2: Addition using number line

- Teach them the positive number line.
- Help them relate number line with counting.
- Also tell them how to add numbers through it.

● NUMBER LINE –
The Number line can be used for counting, addition and subtraction. Counting and backward counting can be done. Addition of 5+3 can be taught as from the number line, go 3 places ahead to get to 8.

Similarly, Subtraction of 11-4 can be done as from 11 go 4 places behind to7. This is easier compared to borrowing and other subtraction techniques.

To know more about this method refer the Link below: https://www.youtube.com/watch?v=DM4CzFqCc98

Practice:
Give them few addition sums on the blackboard. Solving only through number line.

Homework
Give them few sums to solve only through number line.

HYGIENE

Activity

Objective: Formation of classroom management committee

Materials needed: Mop and a Broom.

Activity:

- This committee will make sure that the classroom is kept clean and kept tidy.
- Make sure that the committee, who handles this activity, is composed of kids who are naughty as well as sincere kids.
- This group will change every week such that all the students in the classroom are covered.
- Please ensure that the kids know that they are responsible for the cleanliness of the class
- The committee consists of 10 kids.
- Assign 2 kids for a single day i.e. 2 kids will make sure that the classroom is clean for Monday; the next 2 kids will make sure for Tuesday and so on.
- They will take care of the cleanliness of the room like - mopping and sweeping the floor of the classroom, cleaning the benches using a cloth.
- Make sure that the kids don’t write on the walls and keep them clean.
- Make sure they don’t litter their surroundings carelessly.

Note:
This activity is done by appointing children to clean the allotted area serial number wise. The teacher makes sure this process works smoothly and sees to it that everybody works rather than a few students doing all the work.
Session 12

1 and 2 digit Subtraction

Revision: Check whether the homework has been done (important)

This is the very beginning of understanding how subtraction works.

1) 1 Digit subtraction:

Let's look at this set:

Count how many triangles are in this set... There are 5!

Now, take two triangles away...

Count how many triangles are left in the set... There are 3 left!
2) **Subtraction of 2 digit numbers**

1. For this lesson, we'll be working with easy numbers just to get you used to how this stuff works.
2. We're going to work with everything stacked because this is what you'll always do with bigger numbers.
3. We're going to work backwards, just like we did with addition!
4. I'm going to have you subtract the ones first... then the tens. Like addition, you'll have to do it this way when the numbers get harder.
5. Let's jump in!

\[ 89 - 32 \]

**Step 1:**

Stack them and line everything up:

\[
\begin{array}{c}
89 \\
- -32 \\
\hline
\end{array}
\]

**Step 2:**

Subtract down the stripes... *Do the ones first, then the tens:*

\[
\begin{array}{c|c}
8 & 9 \\
- & -3 & 2 \\
\hline
& 7
\end{array}
\quad
\begin{array}{c|c}
8 & 9 \\
- & -3 & 2 \\
\hline
& 5 & 7
\end{array}
\]

So, \( 89 - 32 = 57 \)
Activity

- Blackboard method - Volunteers write on the board and kids write in their notebooks.

Practice:

- Give them few subtraction sums on the blackboard.

Homework

- Give them few sums to solve

HYGIENE

Activity

Objective: Formation of classroom management committee

Materials needed: Mop and a Broom.

Activity:

- This committee will make sure that the classroom is kept clean and kept tidy.
- Make sure that the committee, who handles this activity, is composed of kids who are naughty as well as sincere kids.
- This group will change every week such that all the students in the classroom are covered.
- Please ensure that the kids know that they are responsible for the cleanliness of the class.
- The committee consists of 10 kids.
- Assign 2 kids for a single day i.e. 2 kids will make sure that the classroom is clean for Monday; the next 2 kids will make sure for Tuesday and so on.
- They will take care of the cleanliness of the room like - mopping and sweeping the floor of the classroom, cleaning the benches using a cloth.
- Make sure that the kids don’t write on the walls and keep them clean.
- Make sure they don’t litter their surroundings carelessly.

Note:

This activity is done by appointing children to clean the allotted area serial number wise. The teacher makes sure this process works smoothly and sees to it that everybody works rather than a few students doing all the work.
Session 13

Number Line Subtraction

Revision: Check whether the homework has been done (important)

Method 1:

This is what you need after you've done the set stuff and get what's going on with subtraction... If you still need to "count down" or count on your fingers to get the answer, then this is how to fix that!

First, you need to get a yardstick. (If you don't have one, most hardware stores will give you one for free.)

Next, you need to get a game piece or a rock -- just something you can use to mark your place on the yardstick.

Check it out:

Let's do 10 - 6

Start by putting your game piece on the 10...

Now, move down 6 places (since it's -6)... Just like you'd do on a board game if you got a penalty and had to go back 6:
We land on the 4...

So, $10 - 6 = 4$

Activity:

- Through the number line explain how subtraction works
- Along with it also explain relation between subtraction and addition

Link: https://www.youtube.com/watch?v=K9f0Xz5AxNw

Practice:

- Give the students few subtraction sums on the blackboard only through number line.

Homework

- Give them few sums to solve only through number line

**HYGIENE**

Activity

Objective: To teach children the importance of planting trees and taking care of them.

Material: Seeds/Plants and gardening materials.

Activity:

- A committee of 10 people must be formed such that 2 people can work on every weekday
- Make sure they maintain the trees by pouring a glass of water everyday.
- They are in charge of the protection of the trees.
- Their work will be reviewed by one another and the volunteer

Note:

Although this is already a part of green evolution. This can also be added to the curriculum. The important part of the activity is the maintenance of the trees.
Session 14

Subtraction by borrow/column method

Resources Required: Chocolates

Revision: Check whether the homework has been done (important)

Method 1:

Let's just dive right in and do one!

\[
\begin{array}{c}
92 \\
-35 \\
\hline
\end{array}
\]

Just like before, stack and line things up:

\[
\begin{array}{c|c|c}
& 9 & 2 \\
- & 3 & 5 \\
\hline
\end{array}
\]

<< Now, I'm going to make my stripes taller...

You'll see why in a second!

The first thing to do is to subtract the ones... But, there's a big problem!

\[
\begin{array}{c|c|c}
& 9 & 2 \\
- & 3 & 5 \\
\hline
\end{array}
\]

\[
\begin{array}{c|c|c}
2 & 4 & 2 \\
- & 5 \\
\hline
\end{array}
\]

We can’t subtract 5 from 2, since 5 is bigger than 2!

But, no worries... We can fix it! What we're going to do is borrow from the tens stripe. (Also called regrouping!) This is going to look funky at first, but you'll get it pretty easily after you do some of them. It's not that bad. Trust me! It's also a really good idea to grab a pencil or, even better, some colored markers and work these along with me!
Method 2:

- Teach them when do we have to borrow in subtraction.
- This can be done by the column method shown in the link.

Link: http://www.mathsisfun.com/numbers/subtraction-regrouping.html

Practice:

- Give them few complex subtraction sums on the blackboard.

Homework

- Give the students few sums to solve only through number line

HYGIENE

Activity

Objective: To teach children the importance of planting trees and taking care of them.

Material: Seeds/Plants and gardening materials.

Activity:

- A committee of 10 people must be formed such that 2 people can work on every weekday
- Make sure they maintain the trees by pouring a glass of water everyday.
- They are in charge of the protection of the trees.
- Their work will be reviewed by one another and the volunteer

Note:

Although this is already a part of green evolution. This can also be added to the curriculum. The important part of the activity is the maintenance of the trees.
Session 15

Revision

Resources Required: Chocolates

INTRODUCTION:

- If the volunteers feel that their kids are weak, then make them draw a table of 10 rows and 5 columns. Make them write 1-50 in it.

- Also make the students do sums on the blackboard.

DO this after assessing their level. Then accordingly give them the sums.

ACTIVITY:

- Make the students fill a pattern in which they have to fill up multiples of 2, 3, 4 and 5.

- But teach them this as "SUCCESSIVE ADDITION".

IF possible, help them understand basics of multiplication.

HYGIENE

Activity

Objective: Helping children develop and decorate the system of proper dustbins.

Materials Required: Decorative material

Activity:

- Give the children the basic knowledge of recyclable and non-recyclable things.
- Ask them to make their own creative dustbins and decorate them to make them more attractive using Glitters, Cardboard, ribbons and colour crayons.
- Teach the kids to throw trash in the dustbins and tell them to pick their trash if they don't put it in the dustbins.
- Hold these kids responsible for the maintenance of the dustbins
- This can be done by making the dustbin decorative committee of 10 people. i.e 2 for each day.
Session 16

This is extra session which can be used as buffer for any missed session earlier