Names: Sandiso Sylvester.
Surname: Mtwazi.
Title of Assignment: Portfolio.
Module Code: BPT 1501.
Lecturer: Mrs. M.A Setlhako.
Assignment Number: 07.
Unique Assignment Number: 874207.
Date of Submission: 26 October 2017.
Student Number: 60575700.
# Table of Contents

<table>
<thead>
<tr>
<th>Content</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classroom Observation Letter.</td>
<td>1</td>
</tr>
<tr>
<td>Assignment 4 Observation Experience.</td>
<td>1</td>
</tr>
<tr>
<td>Discussion Assignment 1.</td>
<td>2</td>
</tr>
<tr>
<td>Effective Learning.</td>
<td>3 - 5</td>
</tr>
<tr>
<td>Mission Statement.</td>
<td>6 - 11</td>
</tr>
<tr>
<td>- Being a professional teacher.</td>
<td></td>
</tr>
<tr>
<td>- Being a community worker.</td>
<td></td>
</tr>
<tr>
<td>- Being a knowledge worker.</td>
<td></td>
</tr>
<tr>
<td>- Being a resourceful innovator.</td>
<td></td>
</tr>
<tr>
<td>- Making a difference.</td>
<td></td>
</tr>
<tr>
<td>- Any other aims and values that you regard as important.</td>
<td></td>
</tr>
</tbody>
</table>
TO WHOM IT MAY CONCERN

This letter introduces Sandiso Sylvester Mtwazi (Student's name), 60575700 (student number) from the above mentioned institution to complete at least 2 days of classroom observation in your school.

Kindly allow the student to shadow and observe a teacher in your school in order to learn and complete an assignment. This observation may be conducted at any of the following institutions: Early Childhood Centre, Day Care Centre, Primary and Secondary Schools, FET, Adult Centre, Night School, Saturday School and Sunday school. This means any type of education institution where tuition is offered for the sole purpose of learning.

We appreciate your willingness to accommodate this undertaking and help UNISA to develop the future teachers of South Africa.

Yours Sincerely,

Dr M.A Setlhako
Online Module Coordinator

SAGDA
P.O. BOX 61453
MARSHALLTOWN, 2107
85 MARSHALL STREET
7TH FLOOR, JHB 2001
TEL: 011 492 1901/15/16

Principal's Signature: [Signature]
Date: 13/07/2017
1. Observation at the South African Graduates Development Association:

Doing my observation I realized that people take teaching for granted, by this I mean the hard work educators put to instill the knowledge on learners mind. How everyday is different and the different method styles of teaching the students. One of the important aspects of teaching is knowing what you doing the subject at hand. The use pf a lesson plan has been an eye opener for me in terms of going to the classroom prepared as a teacher. Within the observation I also learnt that we as students are different, some are visual and some are Physical, Verbal, Aural and Visual which as a teacher/lecture you’d have to use both and that’s what I intend on doing. The classroom observation made me realize my strength and weaknesses into teaching and how can I improve a way forward once o become a professional teacher. I also believe that this observation will make a way for me to reach my true potential and also reflect on the skills of the teachers where I was doing the observation this also showed me to expect the unexpected at times in the classrooms and with each difficulties you better yourself everyday. Another thing I had picked up is that the student know the lecturer his actions and the way of doing things. The trust students have on their teacher is big because they realize that this is they source to grater career opportunities for example this occurs not only in the classroom environment but the communities at large. The relationship and the feeling on how a lecture thinks about the learner should be positive so that this can create an open environment for both parties. One of the interesting I had also noticed is that the classroom organisation is like a community with people with a common goal, which is one of the major things id like to achieve as a teacher to create an environment similar to that because the objective would be to teach in an conducive environment for the learners.
Discussion 1.

2. Why become a professional teacher?

The reason I chose this discussion is because I felt like as human beings we need to have a purpose of why we doing things. This discussion was more personal to me in all of these assignments because this meant I had to be a person who will make a difference in a student’s lives like the teachers who did whilst I was in school.

- This was the first discussion on the BPT module where student had to share why they chose teaching as a career. This was an assignment that was an eye opener for me because all the student seem to have belonged in a community sharing common goals and interests. There are so many reasons people want to be teachers.

- Having people with different cultural backgrounds and norms made things interesting because the reasons why people wanted to be teachers were different compared to the general norm. People also suggested that teaching is a calling and that you just don’t wake up and become a teacher.

- As a teacher its very important to make notes of other people contributions other peoples contributions are twice as important. This discussion for me was valuable. The discussion for me felt like a teaching workshop where people came together to put ideas into perspective. It also changed my view to teaching and that we as future teacher need to put the needs of students first.

- The writing of 150 words of the discussion made a bit difficult to include examples of what people have written, Examples would have made the discussion more interesting in a sense that people would elaborate on ideas and provide relevant information on being a professional teacher.
Effective Teaching.

**What must you do to teach a learner in your classroom effectively?**

A classroom environment is very important for the benefit of students and knowing the different needs of these learners so that you're able to find an approach to attend them according to their personality traits. It is important for teachers to be able to identify the learners' needs by this, I'd find out what are their long term and short term goals. This will help be able to build a routine that they can get use. It is important as a teacher that you're clear on the learning outcomes so that you're able to teach effectively. As an effective teacher you must possess the following competencies then you're able to master the art of teaching which are **the foundational competences**, this would mean taking the initiative of what in the curriculum and applying your own understanding so that the learner has more than one reference besides the book but you as a teacher. **Practical Competences** this would then mean that you as teacher to make sure that you're effective you would introduce other resources into the classroom for example media and technology and other practical resources for the learners. **Reflexive competence** when the teacher is able to use both strategies for students and then this would make the learner aware of what he/she is being taught.
EFFECTIVE TEACHING

RESOURCES TO BE USED.

LEARNER NEEDS

ASSESSMENT & FEEDBACK STRATEGIES TO IMPLEMENT.

LEARNER CENTRED APPROACH

MEMORY AID IN THE CLASSROOM.
RESOURCES TO BE USED.
To be able to teach effectively as an educator, I must know which resources are suited best for learning. The resources used must compliment each other in a sense that this must not get the learners confused. Learners should be able to adapt and be able to work independently with each of the resources.

ASSESSMENT & FEEDBACK STRATEGIES TO IMPLEMENT.
Measuring leaners competencies shouldn't only be true formative and summative assessments, as a teacher you must have the best of both and what benefits the learner an example of this is portfolio's, peer assessment. The feedback should be immediate so that learners still find the information relevant and significant in their lives.

MEMORY AID IN THE CLASSROOM.
How the learners store information for future purposes is important because this could appear in exam using practical examples for learners and encouraging note taking so that the information can be in a way that they understand out.

LEARNER CENTRED APPROACH
This approach works best in the classroom where people have a common goal, introducing this to learners increases classroom engagement and how learners can work independently. This creates a conducive environment for both learners and teachers.

LEARNER NEEDS
As people we are different therefore making us choose or work best in different ways of learning. Once as a teacher you’ve identified a way that suits best the student then you’re more than able to teach effectively and find best strategies to use for the students.
Mission Statement, Aims and Values you hold as a teacher.

**Being A Professional Teacher:**
Being a professional teacher is not overnight; it takes years of practice and dedication. The teacher is not only one that delivers content to students but knows the students in and out. Having knowledge of what you do and respect it, being prepared for the classroom environment to achieve the desired goal and for students to be able to reach the learning outcomes of what’s taught to them. A professional teacher has leadership roles to fulfil who understand that they’re there to learn from the pupils too, each one teach one, team work and attending workshops to improve the skills also add a taste of your own personality that learners are able to relate to in the classroom atmosphere.

**Being a Community Worker:**
It is important to note that a community is people who share a common goal and sometimes interests in developing the social setting. Many rural areas see teachers as a credible source when it comes to information, they’re seen as leaders of the pack. As a teacher who is part of the community you are able to come up with plans in School Governing Body meeting on matters arising on the well-being of the community as well as the students of that community. We must also note that the teachers are also parents who are the to guide the students and give them advice in the right path. An old African proverb states that, *it takes a village to raise a child* and the spirit of *Ubuntu*. The success of students shouldn't only be the teachers duty but if the community. One has to provide a helping hand in the community.
Mission Statement, Aims and Values you hold as a teacher.

**Being A Knowledge Worker:**
Having the right knowledge to shape the future of learners is a skill, when you're a teacher you don’t want to teach something you don’t have knowledge about. As a teacher you need to know which teaching method works best for the earners considering that people are different so will your learners be. The world is forever changing especially when it comes to technology one has to put their foot forward to know of this knowledge and be a pro-active teacher. As a teacher you have to be part of the people and get the knowledge of your surroundings and other things that would also contribute to your lesson plan.

**Being A Resourceful Innovator:**
Learner engagement play a very important role in the classroom, using innovative ideas that will quip the students with knowledge. Innovation goes more than being a traditional teacher that uses the old methods of doing things. Resourceful innovator make use of the content and resources that are available. One has to keeping mind that with teaching you're faced with a new generation of learners so each and ever year your approach should change just like you shouldn't be using the same strategy on a daily basis the set up changes. The innovative ideas should strengthen the abilities of the learns and using a learner centred approach could also work as part of being innovative. Teaching and Learning should be a two way just like in the Outcomes Based Assessments in order for effective learning to take place.
Making a Difference:
As a teacher you play a very important role in the learners' lives so everything you do counts. Imagine what the world would be without having teachers. Teachers are the people who could make or break you in your career; they shape who the students become. During the observation I noticed that these people see the teacher as the source of information more than anything. The teacher guides you through life because there with you throughout the day you could call them your parent far away from.

The teacher is one of the careers that are taken for granted but these are the people that are involved in community development and other social developments.

Any aims and values that you regard as important:
The aim and values of teaching should be like the picture below, for me this is a perfect example of values and aims of teaching that education should start an early change so that children are well developed and for them to be able to make a difference in the societies they're based in. The teaching/education sector is one that needs careful consideration because each career profession is made by that one teacher who made a difference in a learner's life.