

Use of ICT in Teaching, Learning and Governance in Colleges

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Education is the backbone of a nation. Education systems play a major role in the development of modern economics. ICT plays a vital role in imparting education in modern scenario. The way of imparting education in modern era has changes due to the use of ICT. Our education system focuses on at creation of high quality and skilled human resources to fulfil the necessities of growing Indian economy but on the other side it faces challenges at functional level. Education regulating bodies counter difficulties to maintain proper coordination and evaluation for improving the quality of education and also in imparting education.

Information and Communication technology has changed the way of functioning of the education systems and educational governance with the help of digital data, its storage, retrieval, manipulation analysis and transmission. For the processing of information, creating knowledge base and making them available for any body. Wherever and whenever it is needed, ICT can be used. Information and Communication Technology has been successful in providing services at low cost to the pupils' doorsteps. Making the higher education available to all classes of pupil through out the country at lower cost is possible only through the help of ICT. Due to this pupil will have the right to access higher education, skills and knowledge to work for the progress and welfare of the human being. With the help of following points the uses of ICT in teaching, learning and educational governance can be understood.

Uses of ICT in Teaching :-

Teachers are an important element in education system. We can't imagine better educational environment without a better teacher. In earlier times the teacher was the central point of education, but now the role of teachers have changed a lot. He is considered as a guide and friend of students. He helps in learning, does not provides knowledge.

The age we are living in is known as the knowledge explosion age. The domain of knowledge is expanding very fast. To teach better a teacher needs to be update with the changes. For this ICT helps a lot. ICT can be useful for a teacher in the following ways:

- (i) It can be helpful in the professional development of the teachers. A teacher can learn various skills with the help of information and communication technologies. He can do various certification programmes run by the famous international educational institutions like Oxford University, Cambridge University, British

Council etc. These programmes help in enhancing his capacity to teach and to make his subject content easy, economic and more understandable.

- (ii) We know that research is a difficult process and collection of data is the most difficult stage of a research. With the use of Information and Communication Technologies online data collection and surveys have become very easy. A teacher can get responses easily. ICT also helps in the analysis of data, study of related literature and in the publication of his research work.
- (iii) A teacher can increase his domain of Knowledge with the help of e-journals, e-magazines and e-library that can be achieved only through the use of information and communication technologies. He can also participate in discussions and conferences with the experts of his subject to improve his knowledge and skills through audio and video conferencing.
- (iv) With the help of ICT a teacher can learn modern methods of teaching. He can work with the students on various project and assignments. It also helps in providing teaching contents, home works etc. with the use of Power Point presentations he can make the students understand complex processes and theories..
- (v) Information and Communication Technologies also helps him in increasing interaction with teachers and students. He can easily reach to which students whenever and wherever they want.
- (vi) He may participate in various in-service training programmes and workshops which are essential for his professional development with the help of information and communication technologies.
- (vii) ICT also helps him the counselling students to solve their problems.
- (viii) ICT makes him able to guide students about the materials available on internet, e-books, e-journals, e-magazines and social sites like linked-in which are helpful in better learning.
- (ix) ICT also helps him framing curriculum. He can study curriculums of different countries to study their merits and demerits, challenges as well as sociological and psychological issues. These all helps him in framing a curriculum that leads to achieve national goals.
- (x) Evaluation is a important part of educational systems. It informs about the strengths and weaknesses of the system. ICT also helps a teacher in better evaluation. With the help of ICT he may be familiar with the new tools and techniques for evaluation. He can evaluate each and every aspect of the development of students easily with the tools and techniques.

ICT in Learning

Earlier it was considered that learning can be achieved through teachers and all the teaching learning activities go round the teacher but the scenario has changed. Now learning can be achieved in the absence of teachers and without classrooms. It has become possible only due to information and communication technologies. A person can achieve learning according to his own convenience any time any where through it.

A lot of ICT tools are available for this. Uses of ICT for learning may be explained with the help of these points:-

- (i) **Group learning:** Information and Communication Technology tools help a student to come in contact with other students, teachers experts of the subjects for better learning. He can also participate in online discussions with persons concerned and enables himself to enrich his knowledge.
- (ii) **Individual learning:** ICT has widened the scope of individual learning. With the help of ICT a student can achieve learning according to his own will without the barriers of time and space.
- (iii) **Professional learning:** ICT has made the students enable to get various professional courses and skills for their development according to their convenience. Different languages learning courses and skill development programmes are available on internet which can be accessed easily through ICT tools.
- (iv) **Distance learning:** ICT is the backbone of distance learning all the processes of modern distance learning courses depend on the use of ICT. Providing assignments and their collection, delivery of materials counselling and other works are done with the help of ICT tools.
- (v) Various e-books, e-journals, e-magazines and useful sites are freely available on internet, which are helpful in providing better learning situations for students.
- (vi) **Collaborative learning:** Now a days it has become easier to study in groups or in clusters with the help of ICT. Students can be united for better learning with ICT facilities. Modern ICT tools are helpful in delivery of educational content. Mobiles, telephone, computers radio, television and internet have proved better tools for learning. It has also proved helpful in developing various modes of learning and training. Some of the modes are following :-
 - (a) Multimedia Learning
 - (b) Technology enhanced Learning (TEL)
 - (c) Computer based Instruction (CBI)
 - (d) Computer Assisted Instruction (CAI)
 - (e) Internet based Training (IBT)
 - (f) Web based Training (WBT)
 - (g) Online Education
 - (h) Virtual Education
 - (i) Mobile Learning
 - (j) Language Lab
 - (k) Virtual Learning Environment (VLE)
 - (l) Multiuser Virtual Environment (MUVE)

- (m) Mobile Assisted Language Learning (MALL)
- (n) Computer Supported Collaborative Learning (CSCL)
- (vii) **Learning for special Children:** Information and Communication Technology is also helpful in learning, teaching, training and skill development of the children with special needs according to their convenience. It also helps in designing and preparation of teaching learning materials for special children. Braille script, hearing aids, talking books and computer programmes are also developed with the help of ICT. Due to this a lot of disabled children have become enable to admit in educational institutions.

ICT in Governance of Educational Institutions

Proper governance is required for the proper running and development of any institution. Earlier the role of educational institution was limited to teaching and learning but now these days the scenario has changed. Institutions have to do various works like teaching, scholarship distribution, organising seminars, symposium, workshops, panel discussions, parent-teacher meetings etc. for the development of the students. ICT helps a lot in this process. Now better educational governance can't be imagined without the use of Information Communications tools. It is useful in the governance of various aspects of education. Some of them are following:

- (i) **Management of Education:** Information and Communication Technology helps in the management of teaching learning process. Day to day schools works, preparing routines organising workshops, lectures, excursions, co-curricular activities and extra curricular activities. It is also helpful in keeping an eye on the students' activities as well as inspecting the works of teaching and non teaching staffs of the institutions with the help of various ICT tools like CCTV, Biometric Attendance Machines.
- (ii) **Officials Works:** Entire official works is done with the help of ICT. Attendance, Fee deposits, Admissions, Organising entrance tests, Evaluation, Result preparation, Preparation of merit list of students, Preparation of seniority list of teaching and non teaching staffs, Maintaining registers, Government grants, Salary payments, Scholarship distribution etc. are managed with the help of ICT.
- (iii) **Official Communication:** Communication with the community, parents and government bodies is necessary for the educational institutions for their running and development. Official reports are sent through ICT tools. Information is displayed with the help of it. Students and teachers related data like attendance, number of students, number of teaching and non teaching staffs, annual reports, infrastructure related information as well as any other information demanded by the government bodies are exchanged through internet. Planning and designing of new courses are displayed with the help of power point presentations to regulating bodies.

From the above descriptions it is clear that information and communication technology has changed the educational paradigm as well as modern educational system. To achieve the educational objectives it is essential to be familiar with ICT and use it properly.