

**1. Details of the Teacher/ Academic :**

<b>Name &amp; Date of Birth</b> :	Sutapa Bose; 21.01.1965
<b>Date of Joining in IGNOU:</b>	4.6.2003
<b>Current Designation</b> :	Associate professor
<b>Pay Scale as on date</b> :	Basic - Rs. 1,43,600
<b>Qualifications</b> :	M.Sc. M.Ed., NET, Ph.D., PGDDE

**2. Honour/Award/Fellowship/membership of Professional body/ Statutory body (internal/ external) received by the Teacher/ Academic:**

<b>Name of the recipient,</b>	<b>Honour /Award/ Fellowship name</b>	<b>Agency name /Name of statutory body/ institution/ Apex body</b>	<b>Period</b>
Sutapa Bose	Gold Medal (PGDDE)	IGNOU	2004
Sutapa Bose		Member of School Board School of Management Studies, IGNOU	2008-2010
Sutapa Bose		Member of School Board-School of Extension & Development Studies	2014-2016
Sutapa Bose		Member of School Board-School of Education, IGNOU	1. 2003-2011 2. 2014 July to May 2015; 3. 2018 July to till date
Sutapa Bose		Member of Academic Council, IGNOU	2007- 2009
Sutapa Bose		Member of Indian Association of Teacher Educators;	2004 onwards
Sutapa Bose		Member of All India Association for Educational Research	2004 onwards
Sutapa Bose		Comparative Educational Society of India	2010 onwards

**3. Books/Book Chapter:**

- Co-author/co-editor if any, title, place of publication, publisher, Year, page (no) s, ISBN N

SNo.	Name of Author1/ Editor 1, & Co-author (s) / Co-editor (s) (if any)	Title of chapter/book	Place of publication	Publisher	Year	Total Pages	ISBN No.
1	Sutapa Bose (author)	Book Chapter- Making learning contextualized: a step towards quality education	New Delhi	Shipra	2014	202	9788 1754 1727 4
2	Sutapa Bose (author)	Book Chapter- ICT Mediated Life Long Education for Alleviating Marginality in a Knowledge Society	„	Manohar Publications	2010	474	978- 81- 7304- 871-5
3	Sutapa Bose (author)	Designing integrated teacher education programme: Integrating various categories of knowledge.	„	kanishka	2012	310	9788 1845 7374 9
4	Sutapa Bose (co-author)	The Basics of Managing Finance in Educational Institutions	„	Atlantic	2012	165	9788 1269 1708 2

**4. Research Articles/Publications:**

S No.	Author / Co-author (if any)	Title	Name of Journal	Volume	page no. (s)	Year	ISSN No
1	Author	Human resource of nursery schools: An analytical study	<i>Journal of Interacademia</i>	8 (2)	265-273	2004	0971 - 9016
2	Co-author	Effect of involvement of parents in the education of children : An exploration	<i>Journal of All India Association for Educational Research</i>	16(3&4)	1-6	2004	0970 - 9827
3	Co-author	Choice of instructional media of B.Ed. students of IGNOU from two Indian metropolises.	<i>Turkish Online Journal of Distance Education</i>	11 (3)	82-92	2010	1302 - 6488
4	Author	Method of teaching science in preschools	<i>New Frontiers in Education</i>	XXX V(1)	51-54	2005	0972 - 1231
5	Author	Indiscipline as a major problem in classroom management: Exploring the causes and solutions.	<i>The UPRTOU Journal of Research &amp; ODL Studies</i>	1	152-164	2006	
6	Author	Fostering Professional Development of Navodaya Vidyalaya Teachers: A Feedback Study	<i>Indian Journal of Open Learning</i>	16(1)	37-46.	2007	0971 - 2690
7	Author	Towards ICT Mediated active learning: Issues in implementation in schools of New Delhi	<i>Journal of Interacademia</i>	13(4)	552-559	2009	0971 - 9016
8	Author	Tutor Orientation Courses for improving Student Retention in India	<i>Asian Journal of Distance Education</i>	9	2011	53 – 63	1347 - 9008
9	Author	ICT, Instructions and Reforms:	<i>Malaysian Journal of</i>	11(1)	2011	45-54	1675 0292

		Case Study of Four Educational Institutions	<i>Educational Technology</i>				
10	Author	Enhancing Professionalism in Teachers: An Exploration.	<i>New Frontiers in Education</i>	XXX V (4)	2005	340-344	0972 - 1231
11	Author	According Distance Education the Status it deserves: Exploring the Means and Ways.	<i>New Frontiers in Education.</i>	XXX VI (3)	2006	301-305	0972 - 1231
12	Author	Collaboration and Networking: Need and Recent Trends in Distance Education	<i>Journal of All India Association for Educational Research</i>	18 (1&2)	2006	61-67	0970 - 9327
13	Author	Enhancing Professionalism through ICT Integrated Teacher Education Programmes: An Exploration	<i>Teacher Education, Indian Association of Teacher Educators</i>	XL (2)	2006	102-111.	0972 - 1231
14	Author	Modern Technologies and Emergence of Education without Barriers	<i>OSAC Journal of Open Schooling</i>	VI (2)	2006	43-52	0976 - 0407
15	Author	Reforming assessment at the Elementary Level: Some Innovative Measures	<i>Teacher Education, Indian Association of Teacher Educators</i>	XLI (1 &2)	2007	1-11	0379 3400
16	Author	Addressing Agenda 21 through Early Childhood Care and Education: Catching them Young	<i>Teacher Education. Indian Association of Teacher Educators</i>	42(1&2)	2008	48-61.	0379 3400
17	Author	Enabling secondary level teachers to integrate	<i>EduTech, e Journal of Education and Technology</i>	# 1002	2010	E journal (no page	0972 - 1231

		technology through ICT  integrated instructional system				no.)	
18	Author	Integrated model of B.Ed. programme with an extended duration: Shifts needed for contextualizing teacher education to contemporary needs.	<i>Journal of Social Work &amp; Social Development</i>	1 (1)	2010	41-55	229-6468
19	Author	Imparting ICT mediated teacher education for nurturing values for peace and democracy	<i>Eduteche journal of education and technology</i>	#1202	2012	E journal (no page no.)	0972 - 1231
20	Author	Integrated teacher education programme for open distance learning: a model for development and implementation	<i>Open Learning: The Journal of Open, Distance and e-Learning</i>	28(2),	2013	120–134,	Print ISSN 0268 - 0513 Online ISSN : 1469-9958
21	Author	Curriculum Transaction in NIOS: Overcoming the Limitations of Packaged Instructions	<i>Journal of learning for development- JL4D</i>	1(3)	2014	E journal (no page no.)	2311 - 1550

22	Author	ICT use in education for developing knowledge workers at schools: The affordances and the constraints dominating the Indian context	<i>New Frontiers in Education</i>	49 (1)	93-104	2016	0972 - 1231
23	Author	A policy and its perspectives for recognizing and utilising accounts of teachers' workplace learning experiences in teacher education	<i>Education India : A Quarterly Refereed Journal of Dialogues on Education</i>	5(4)	133-144	2016	2278 - 2435
24	Author	Teaching in the Knowledge Age: Challenges for Teachers and Schools of India	<i>Education India : A Quarterly Refereed Journal of Dialogues on Education.</i>	5 (1)	277-291	2016	2278 - 2435
25	Author	Policies Regulating the Assignments of the Bachelor of Education Programme of Indira Gandhi National Open University: A Case Study	<i>Journal of learning for development- JLAD</i>	3 (2)	62-68	2016	2311 - 1550
26	Author	The pedagogy of the instructional components comprising a distance teacher education programme: A critique.	<i>New Frontiers in Education</i>	49(1)	93-104	2017	0972 - 1231
27	Author	The Support System for Skill Development of a Distance Teacher Education Programme: A Case Study	<i>Indian Journal of Open Learning,</i>	26 (3)	167-176	2017	0971 - 2690

**5. Policy Documents Reports/ Mimeos:**

SNo.	Title	Institution/ Agency	Year
1	Report on B.Ed. Orientation through teleconferencing	IGNOU	2003
2	Report on CPPDPT workshop based activities	IGNOU	2017

**6. Book Review published :**

SNo.	Author/ Co-author (if any)	Title	Name of Journal	Volume	page no. (s)	Year	ISSN No
1	Author	Overcoming Inequality: Why governance matters, EFA Global Monitoring Report, (2009)	Indian Journal of Open Learning	18	102-105	2009	0971-2690
2	Author	Educating Learning Technology Designers	„	19 (1)	50-52	2010	0971-2690
3	Author	Innovative Mobile Learning: Techniques and Technologies	„	19(3)	223-225	2010	0971-2690

**7. Presentation/Invited talk/Chair in National or International Seminar/Conference/ Workshops(Please do not mention if it is only participation without presentation)**

<b>S. No</b>	<b>Author</b>	<b>Title of the Paper presented</b>	<b>Name of the organizing institute</b>	<b>City</b>	<b>Date and Year</b>
1	Sutapa Bose	Apprehension regarding intervention of ICT in distance education: real or unfounded	Rajarshi Tandan Open University	Allahabad	4-5 April 2008
2	Sutapa Bose	Imparting ICT mediated teacher education for nurturing values for peace and democracy	IASE, Gandhi Vidya Mandir Deemed University, Sardarshahar, Rajasthan	Gandhi Darshan Samiti , Rajghat, New Delhi	Feb11-13, 2012
3	Sutapa Bose	Overcoming the challenge of teacher shortage : recourse to TPACK based distance teacher education programme	Distance Education Programme –SSA (IGNOU)	New Delhi	March22-24,2011
4	Sutapa Bose	Social constructivism through web 2.0 mediated collaborative assignments at elementary level	Distance Education Programme –SSA (IGNOU)	New Delhi	February 24-26, 2010
5	Sutapa Bose	Enhancing professionalism through ICT integrated teacher education programmes : An	Indian Association of Teacher Educators	Allahabad	February 10-11, 2006
6	Sutapa Bose	ICT mediated life long education for alleviating marginality in a knowledge society	SOSS, IGNOU	New Delhi	16th-19th Feb. 2008
7	Sutapa Bose	International conference on social development , social movements and the marginalized perspectives and concerns	SOSS, IGNOU	New Delhi	16-19 <sup>th</sup> . Feb. 2008
8	Sutapa Bose	National Workshop om “Changing roles of teachers in contemporary India: policy & perspectives	Dept. of Education, Delhi University.	New Delhi	12/3/11



9	Sutapa Bose	Annual Conference organized by Comparative Educational Society of India	(CESI) on at Zakir Hussain Center for Educational Studies, School of Social	New Delhi	15th-17 <sup>th</sup> Nov. 2010
10	Sutapa Bose	Presented the paper- 'Utilization of Cases of Teachers' Workplace learning Experiences in Teacher Education Programmes offered through Open Distance Learning	STRIDE, IGNOU	New Delhi	29th-30th Sept. 2015
11	Sutapa Bose	Presented the paper 'Teaching in the Knowledge Age: Challenges for Teachers and Schools of India	Global Educational Research association Educon	Amritsar	27 <sup>th</sup> -28 <sup>th</sup> Nov. 2015
12	Sutapa Bose	Presented the paper "ICT use in the Instructional Processes of Knowledge Society Schools: Challenges posed by Teacher Education'	Educational Technology and Management Academy, India and Stockholm University, Sweden	New Delhi	4 <sup>th</sup> -6 <sup>th</sup> Feb. 2016
13	Sutapa Bose	Presented paper entitled, "A learning design for assuring the quality of the personal contact programme of a distance teacher education programme: a case study	Asian Association of Open Universities (AAOU)	Manila, Philippines	26 <sup>th</sup> -28 <sup>th</sup> October, 2016
14	Sutapa Bose	Presented paper entitled "Learner Support for Skill Development: A Critique of the Support System of a Distance Teacher Education Programme"	STRIDE, IGNOU	New Delhi	9 <sup>th</sup> -11 <sup>th</sup> March, 2017
15	Sutapa Bose	Presented paper entitled "The Pedagogy and the Learner Support Services of an In-Service Teacher Education Programme: An assessment of the gap between theory and practice, and of learners' perceptions	School of Education, IGNOU	New Delhi	27 <sup>th</sup> -29 <sup>th</sup> March, 2017

16	Sutapa Bose	Presented paper entitled "Quality of learner support service and distance learners' perceptions: a case study"	Asian Association of Open Universities (AAOU)	Yogyakarta, Indonesia	27 <sup>th</sup> -29 <sup>th</sup> September, 2017
17	Sutapa Bose	Delivered talk (Extension lecture) on 'Sampling'	Jamia Milia Islamia, Dept. of Educational Studies	New Delhi	22.1..2019
18	Sutapa Bose	Delivered talk (Extension lecture) on Emerging trends in Educational technology	Jamia Milia Islamia, Dept. of Educational Studies	New Delhi	27.1.2001
19	Sutapa Bose	Delivered lecture on the topic ;Converting schools into sites for ICT integrated education'	Department of Educational Studies Jamia Millia Islamia	New Delhi	10th March, 2016
20	Sutapa Bose	Made presentation at Workshop on Design' Development & Editing of Self Learning Materials for open & Distance Learning	Pandit Sundar Lal Sharma open university, Chattisgarh	Bilaspur	26 <sup>th</sup> -to 27 <sup>th</sup> of February ,2016
21	Sutapa Bose	Made presentation at workshop on Creativity in design and development of SIM-print	IGNOU,NCIDE	New Delhi	22-23 Jan2013
22	Sutapa Bose	Made presentation at Workshop on development of management & leadership skills for leaders of recognised teachers' organisations,Kerala	DEP-SSA	Shimla	March,5-6,2009
23	Sutapa Bose	Made presentation at orientation workshop on distance education & training- Session- designing multi[le media for training: Teleconferencing(features,formats,design)	DEP-SSA & STRIDE	New Delhi	10-14 Jan.2014

(Duly authenticated by the Director/ Head of School/ Division/ Unit/Centre / Cell)

24	Sutapa Bose	Made presentation at Orientation programme for training of teachers	DEP-SSA	New Delhi	8.9.2008
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**8. Study Tour Organised/ Participated/Attachment Organized/Internship:**

SNo.	Details of the tour	Name of coordinating body	Duration

**9. Consultancy assignment (if any):**

SNo.	Organization/ agency	Cost, title of consultancy	Duration

**10. Details of Institution/ Government/ Industry / own Institution Sponsored Research Projects (including Programme Evaluation) and Amount (Both completed and ongoing):**

SNo.	Agency	Amount	Duration with dates	Status i.e. ongoing/ completed

**11. Details of PhD and MPhil Scholars (including those awarded degree):**

SNo.	Name and enrolment no:	Year of registration	Year of completion/ award
1	Ms. P.P. Sharma (Enrol. No. 100165540)	2010	2017

12. Details of Programmes/ Courses coordinated/ written/ edited/ translated:

SN o.	Program me	Course	Unit (print)/ Audio/ eSLM	Video/	Coordinated/Written/ Edited (content/ language/ format)/ Translated	Peri od
					*Programme coordinated ** Courses coordinated *** Edited (print, audio & video) ****Courseware Development #Audio ##Video ###Units ***** eSLM	2003-2019

Courses/ Units translated and period

**\*Programme coordinated:** PGDET (2008 till date), PGDPPED (2011 till date), CPPDPT (2014-2018)

**\*\* Courses coordinated**

- Developing Professionalism among Teachers (BES-053)
- School Governance & Financial Management (MES -007)
- Distance and Open Learning (MES -047)
- Communication & Information Technology (MES-032)
- Designing Courseware (MES-034)
- Project based course of PGDET (MES-035)
- Introduction to Pre-School Education (MES-081);
- Practices in Modern Childhood Education (MES-084)
- Project based course of PGDPPED (MES-085)
- Technology & Change Management (KM-HEM3)

**\*\*\*Edited**

**Print based content**

Content Editing- Workshop based activities handbook (BES057)- Certificate programme for professional development of primary teachers

Content Editing - Course , BEDS-001 of Certificate programme in Value Education  
 Content & format editing – Bridge course for primary teacher training co

**Video**

Video ‘Understanding light’ (DEP-SSA)

**Audio**

4 audio programems for DEP SSA (CCE in Science-2012)

**\*\*\*\*Courseware development**
**#Audio**

4 audio programems for DEP SSA (CCE in Science-2012)

2 audio programems for DEP SSA (CCE -2012)

**## Video** (period 2003-2019)

Universal learning design (CPPDPT )

Paradigms of teacher education (B.Ed.)

Emerging trends in Educational Technology ( MA (Edu); PGDET

Technology integration-( MA (Edu); PGDET

Courseware evaluation –B.Ed.;PGDET

Development of courseware for audio and video media-( MA (Edu); PGDET

Curriculum planning-B.Ed.; PGDET

Preparation of story board-PGDET

Basics of developing courseware- 2 videos

**###Units written** (period 2003-2019)

<b>SR. NO</b>	<b>UNIT TITLE</b>	<b>COURSE &amp; PROGRAM</b>	<b>INSTITUTION</b>	<b>AUTHOR/ CO-AUTHOR</b>
1	Policies and Practices of School Governance	School governance & financial management, PG Diploma in School Leadership & Management	School of Education( SOE), IGNOU	Author

2.	Legal Issues	--,--	--,--	Co-author
3	Partners in School Governance	--,--	--,--	Author
4	Source of School Funds	--,--	--,--	Author
5	Mobilization of Financial Resources	--,--	--,--	Author
6	Financial Rules	--,--	--,--	Author
7	Principles and Strategies for Financial Management	--,--	--,--	Author
8	School Budgeting and Administering Budget	--,--	--,--	Author
9	Maintaining School Accounts	--,--	--,--	Co-author
10	Auditing and Reporting	--,--	--,--	Author
11	Use of Information and Communication Technology in Financial Management	--,--	--,--	Co-author
12	Dealing with Situation of Co - education in Schools	Adolescence & family education , B.Ed.	--,--	Author
13	Role, function and responsibility of teacher	HIV&AIDS Education, B.Ed.	--,--	Author
14	International Trends	Educational Technology , M.Ed.	--,--	Author
16	Networking	--,--	--,--	Author

17	Values for sustainable development	(Overview & perspective of values) Certificate Programme on Value Education	School of Extension & Development Studies, IGNOU	Author
18	Development of a Discerning Mind through ICT	Pedagogy of Values, Certificate Programme on Value Education	--,--	Author
19	Expansion of professional education and private sector	MA (Sociology )	School of Social Sciences, IGNOU	Author
22	Constitutional provisions and educational policies in India	--,--	--,--	Author
24	Education: expansion and growth	--,--	--,--	Author
25	Education and awareness	Foundation Course in humanities & social sciences, Bachelor Development Programme	--,--	Author
26	Recent trends in Indian education	Societal Context of Education, MA Education	SOE, IGNOU	Author
27	Implications of Learning Theory	ET -An Overview, PG Diploma in Educational Technology (PGDET)	SOE, IGNOU	Author
28	Technology for classroom teaching and self – learning	Communication & Information Technology, PGDET	--,--	Author
29	General considerations for appropriateness	--,--	--,--	Author
30	Technology integration for teaching and learning	--,--	--,--	Author

31	Learner Evaluation	Designing Courseware, PGDET	--,--	Author
32	Pedagogy and Technology: National and International Scenario	Technology & Change Management, PG Diploma in Higher Education Management (PGDHEM)	--,--	Along with course team members
33	Innovation and Sustainability	--,--	--,--	--,--
34	Technology: Concepts and Definitions	--,--	--,--	--,--
35	<i>Information and Communication Technologies in Higher Education</i>	--,--	--,--	--,--
36	<i>Subsystems of open distance education</i>	Open & Distance Learning (PG Diploma in Educational Management & Administration (PGDEMA))	--,--	Author
37	<i>Basics of course development</i>	--,--	--,--	Author
38	<i>Development of Self Learning Material</i>	--,--	--,--	Author
39 - 42	Self Learning Material	Educational Psychology, M.Ed.	Center for Distance Education, University of Kashmir	Author
43	Problem solving skills	Learner Support Systems & Services, PG Diploma in Distance Education	STRIDE, IGNOU	Author
44	E-tutoring and counseling plan for MES-034	ACT Online Tutoring Lesson Plan	STRIDE, IGNOU	Author



45	Methods of organizing learning experiences	Diploma in Elementary Education programme	IGNOU, SOE	-,-
46	Assessment in ODL	MESE-061ODL system, M.Ed.	-,-	-,-
47	Historical Development & Policy Implementation	-,-	-,-	Major adaptation of a unit
48	Programme Evaluation	-,-	-,-	Author
49	ICT for teaching & learning	B.Ed.( ICT,ECP)	-,-	-,-
50	Contemporary Issues affecting adolescents	B.Ed.	-,-	-,-
51	Implications of Learning theories	-,-	-,-	-,-
52	Professional Ethics of Teachers	CPPDPT, BES 053	-,-	-,-
53	Teacher as a Reflective Practitioner	-,-	-,-	-,-

\*\*\*\*\*eSLM

<b>S. No.</b>	<b>Title of the e-learning material/delivery process</b>	<b>Class (UG/PG/ Research)</b>	<b>Period</b>
1	OER development (lesson plan for teaching food chain) to Technology Enabled learning resources <a href="http://www.telresources.org/search?q=sutapa">http://www.telresources.org/search?q=sutapa</a> (Athabasca University)	UG-Teacher Education for Elementary level	Online -Not dated (n.d.)

**(Duly authenticated by the Director/ Head of School/ Division/ Unit/Centre / Cell)**

2	For TESS-India project led by the UK Open University and Save The Children India, funded by UK Aid, worked in the team for developing OER modules for Teaching Elementary Science. Contributed as an author & critical reader (editor), and developed modules for: a. 'Teaching life processes using explanation as a teaching strategy'	UG-Teacher Education for Elementary level	(n.d.)
	b. 'Using demonstration as a strategy for teaching the components of food'	,,,	,,,
	c. 'Facilitating discussion: food and malnutrition'	,,,	,,,
	d. 'Extending the classroom outside to study plants in their natural environment'	,,,	,,,

**13. Training programmes designed and conducted, duration and dates**

SNo.	Programme	Dates	Place	Number of Participants

**14. Details of Counselling sessions conducted:**

SNo.	Programme	Course	Place	Dates	Duration	Mode (Specify- Face to Face ;Radio counseling Teleconferencing Web conferencing; Any Other)
	PGDET CPPDPT B.Ed.	MES 034; BES- 053	EMPC, IGNO U	19/6/12 29/4/17 4/7/17 10/10/17	1 hour each	Radio counselling

				16/1/18 16/10/18 5/3/19		
	B.Ed., PGDET DEPSSA		„	5/7/12- DEPSSA IGNOU National TC - 6/7/12-DEPSSA IGNOU National TC - 7/7/12-SOSS 27/8/12 -2 sessions 5-7 pm 11/12/12- DEPSSA IGNOU National TC –Implementation of CCE in classroom situation  12/12/12-DEPSSA IGNOU National TC	1 hour each	Teleconferencing
	B.Ed., PGDET			2 sessions B. Ed. Orientation (J & K ) on 4 <sup>th</sup> Dec.2018 1 session –about PGDET- 2018	30 minute s each	

**15. Details of Patents granted (if any):**
**16. Contribution to IGNOU's corporate life:**

SNo.	Chairperson/ Member of Committee	Name of the Committee	Date/ period
	Member	of Academic subcommittee for PCF 6	held on Nov. 24-28 , 2011
<b>1</b>	Member of Organising committee of STRIDE Conference	Organising committee	9 <sup>th</sup> -11 <sup>th</sup> March, 2017

**(Duly authenticated by the Director/ Head of School/ Division/ Unit/Centre / Cell)**

2	Member of academic committee for organizing National seminar 'Open and Distance Learning in India: Present Status and Future Prospects' organised by STRIDE, IGNOU	Academic committee	29-30 Sept, 2015
3	Member of Organising committee of National conference on "Teacher Education through Open and Distance Learning: Challenges and the Road Ahead	Organising committee	27 <sup>th</sup> -29 <sup>th</sup> March, 2017
4	Member of Editorial team of IJOL-	Editorial team of IJOL	2009-2012

**17. Administrative position/s held in the University (even as in charge)**

SNo.	Designation	Period

**18. Any other contribution/information**

- Worked as peer reviewer for refereed international journals (Journal of Learning for Development - JL4D (COL Journal for ODL); The International Review of Research in Open and Distributed Learning (IRRODOL); Indian journal of open learning (IJOL); International Journal of Education and Development using ICT)
- Developed programme guides, prospectus, project/practical- handbooks and manual

**Signature of Teacher /Academic**
**Signature of Director/ Head**