



BIRLA PUBLIC SCHOOL GANGANAGAR

(A UNIT OF BIRLA EDUCATION TRUST PILANI)

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CBSE AFFILIATION NO. 1730974

Report on In-House Workshop on 'How to Write Anecdotal Record?'

On June 26, 2023, an insightful workshop was conducted at Birla Public School Ganganagar, focusing on the topic "How to Write Anecdotal Records." The workshop aimed to enhance the teachers' understanding of writing anecdotal records for students, emphasizing the importance of accurate and objective documentation as per the recommendation of NEP 2020. The session also included valuable insights from the school's principal, who provided rubrics and explanations related to various aspects of student development.

Anecdotal records are an integral part of a teacher's toolkit, capturing meaningful moments and observations in the classroom. They serve as a powerful resource for understanding students' progress, needs, and interests. The purpose of these records is not to give general comments, but rather to create a non-judgmental account of what is observed.

Throughout the session, the teachers have shared their approaches to writing anecdotal records, emphasizing the importance of recording only observations and interpretations. It is essential to focus solely on what has been witnessed, without adding personal biases or judgments. This enables a fair and accurate representation of the student's behaviour, strengths, and areas that may require additional support.

By maintaining objectivity and neutrality in our anecdotal records, we foster a deeper understanding of our students. These records serve as valuable tools for assessing their progress, making informed instructional decisions, and facilitating effective communication with parents and other stakeholders.

The principal, in the session shared her insightful guidance on the procedure for writing an anecdotal record which involves careful and systematic documentation. It begins with selecting a specific event or moment to observe, ensuring that it is relevant to the student's learning or behaviour. Then, it is crucial to provide a detailed and accurate account of what transpired, capturing both verbal and non-verbal cues. She further emphasized the importance of including contextual information in our anecdotal records. This includes the date, time, and any relevant factors that might have influenced the observed behavior. The goal is to create a holistic and comprehensive record that provides valuable insights into the student's overall development.

The principal's rubrics and explanations related to self-awareness, problem-solving, dealing with challenges, interpersonal relations, creative thinking, managing feelings and emotions, communication, and empathy added significant value to the workshop, offering a holistic perspective on student development. The workshop successfully equipped teachers with the necessary knowledge and skills to effectively write anecdotal records that contribute to student growth and understanding.