

AUDIO VISUAL EDUCATION

Module II

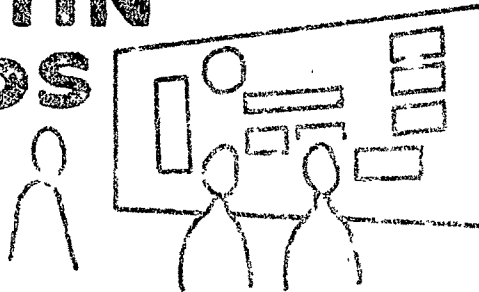
Non Projected Visual Aids

Unit 6

Bulletin Board
-----Instructional Objectives:

1. Classify by definition bulletin board.
2. State the purpose of bulletin boards.
3. Explain three salient features of bulletin boards.
4. State six advantages of bulletin boards when used for instruction.
5. Select the most suitable materials for making bulletin boards.
6. Explain three important considerations to be given in setting up and location of bulletin boards.
7. Describe five instructional functions of bulletin boards.
8. Organise a bulletin board layout for display materials reviewing a lesson, and display it for the use of trainees.

BULLETIN BOARDS



What is a bulletin board?

All of you are conversant with the notice board. We paste or tack announcements and notices on the notice board. We exhibit sometimes interesting advertisement posters also on the notice board. The definition of the noticeboard can be extended to the BULLETIN BOARD also. But don't think that both are same.

The bulletin board is an item on which displays of ongoing instructional activity in the classroom is planned and displayed.

What is the purpose of the bulletin board?

The purpose of the bulletin board is to make vital animated tools of display to supplement text material and give both instructor and the trainees a chance to express themselves through the medium of these displays which will arouse subject interest, develop efficiency and follow up chalkboard and other instructional activities.

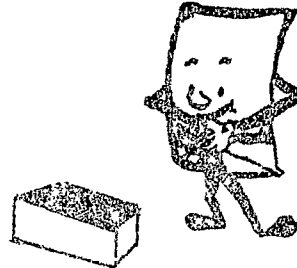
Salient features:

A bulletin board display is one of the least expensive of the visual aids.

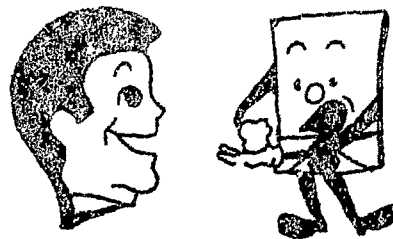
It may be used on a classroom wall, in the veranda, in the hallway of the institute or other convenient place.

Pictures, clippings and other materials on many subject may be collected from different sources including newspapers, magazines, periodicals, news bulletins, or advertisements.

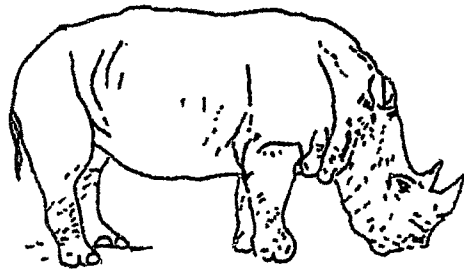
1. It makes available to the trainees those materials of which there is only one copy.



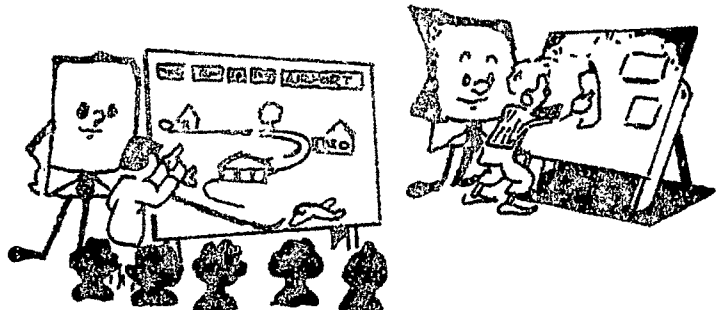
2. It stimulates interest.



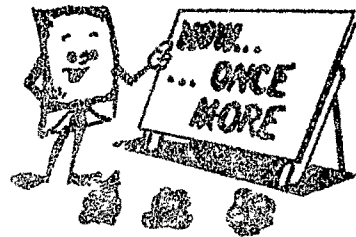
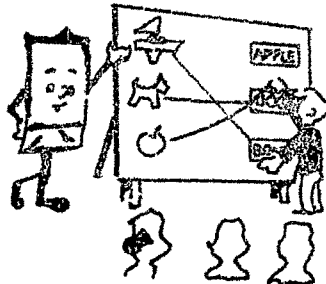
3. It saves time and allows study of subjects not otherwise brought up in class.



4. It encourages participation in programmes introduced by the bulletin board.



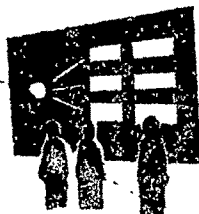
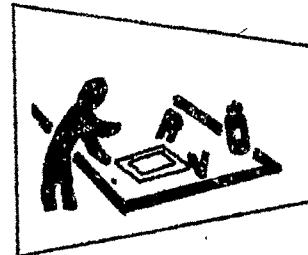
5. It provides review or reminder of subjects studied in the class or heard through other channels.



6. It helps trainees learn how to communicate ideas visually.

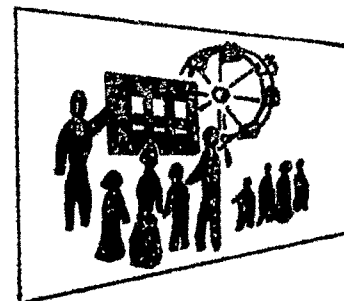
PLANNING THE BULLETIN BOARD

1. Plan your displays in advance. You may want a series in a single theme, or you may plan unrelated individual displays.

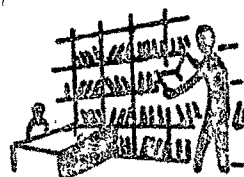


2. Replace your displays often. Set definite dates to replace them. A display must remain fresh always. A display once in a fortnight is a long period for classroom activities. No display in a hallway should be allowed for more than three weeks.

3. Use special occasions - such as holidays or large seminars, visits - to set up something appropriate for the time.



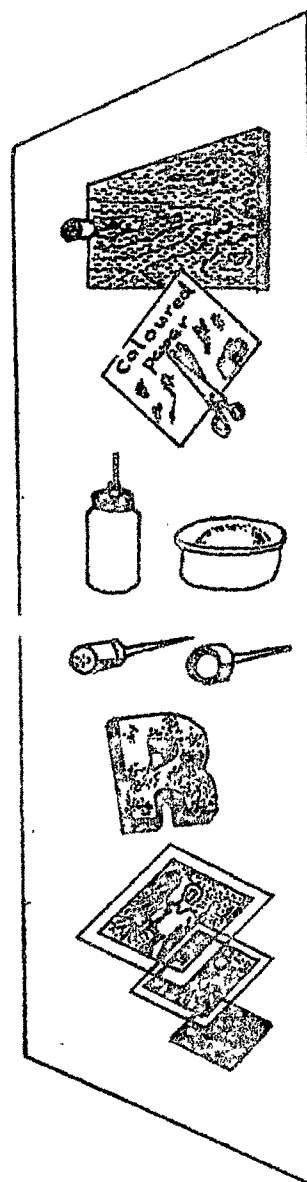
4. Check outside sources for additional display materials. Collect your materials from library, your friends and even the waste paper market. Make appropriate information that are not normally available.



5. Be careful to avoid unrelated materials, simply because someone tells you to make displays. Avoid many subject matter displays at one place at one time. Layout is very important.

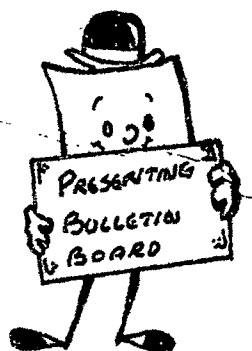
REQUIRED MATERIALS

1. Bulletin boards are made of wood, soft board or similar material. It should be soft enough to allow pins and tacks to be used easily.
2. Coloured paper.
3. Scissors.
4. Gum or paste. Paste made from wheat flour is inexpensive and easy to make. Mix with water and cook until thick, to be applied freely with brush. You may apply rubber cement - a solution of petrol or spirit and rubber.



5. Pins and tacks.
6. Letters, either cutouts or ready made plastic cutouts.
7. Pictures of various size and sizes.

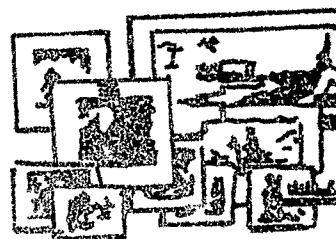
In addition you may cover the bulletin board with either paint or anyother attractive design with a piece of cloth or paper. We in our Institute usually paint the surface every now and then, and change the colours of the paint to avoid monotony. The construction of the bulletin board is simple and you may attach the soft board with a frame on to a wall, or any other frame. We may fix it to the wall vertically. It may be mounted on frames and kept at the centre of the halls also.



1. Use one central theme.
2. Select photographs, designs and drawings that help to illustrate the central theme. Select a number of pictures, then select the best among them.
3. Use paste to mount the pictures.



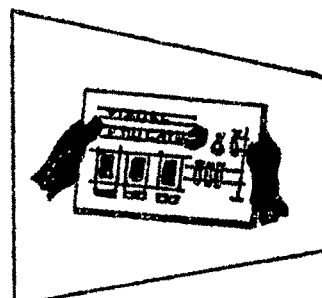
4. Use a coloured paper that has contrasting colour with the picture.



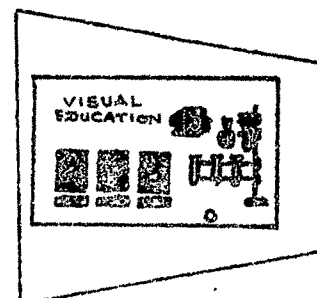
5. As you view your mounted pictures, try to visualise how they might be arranged in a pleasing way. Sketch several possible arrangements.



6. Make a final selection of the most balanced arrangement. Use this as a guide for the setting up of the display.

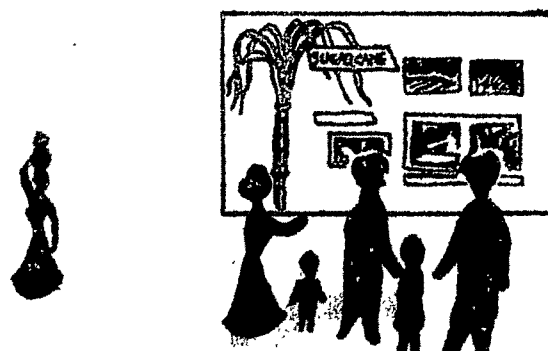


7. Complete the bulletin board, using pins or tacks to fasten the pictures and lettering to the surface of the board.

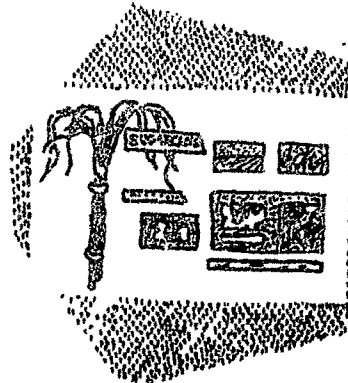


Setting up the Bulletin Board:

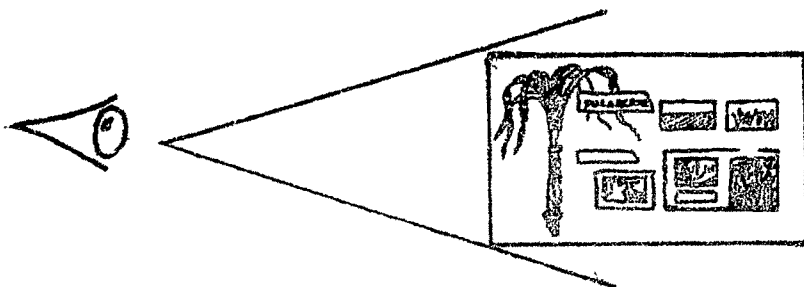
1. Locate in a central and prominent place. Every trainee for whom the information is displayed should have access to it.



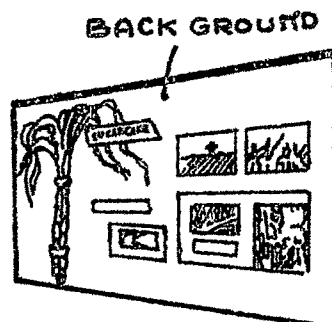
2. See that the bulletin board is kept at a well lighted place, so that all can see it. Every display must be readable. Your intention is to see that your trainees one and all, will benefit by using the information displayed.



3. Your bulletin board display should be at viewers eye level. The centre of the board should be at about 125 cm from the floor level.



4. Background should have neutral colour. Use colours that will not clash with each other.



Instructional functions of bulletin boards:

Bulletin boards like other displays serve various important instructional functions. Some of them are:

- * TO FACILITATE STUDY OF SINGLE COPY MATERIALS.

When you have only one copy of the resources materials with you, the bulletin board provides a vital means of making it available to your trainee.

- * TO STIMULATE STUDENT INTEREST.

Some of the covers or jackets of books are so attractive, that when you look at them, you may like to ask the librarian for the book, because you are stimulated to read the book. Similarly, the display in the bulletin board, will be stimulating you to do many things.

- * TO SAVE TIME.

You may not be able to pass all resource materials to every student in a classroom. The display on bulletin board, will enable all the students to study the materials, discuss among themselves and then ask questions to the instructor to get doubts cleared and obtain further information.

- * TO ENCOURAGE TRAINEE PARTICIPATION.

You can assign trainees activities, on problems presented on bulletin boards, and during class room sessions, raise discussion on issues.

- * TO PROVIDE A REVIEW.

You may provide group assignments to prepare bulletin board display that review main ideas discussed in the class or that summaries information related to specific objectives.

TO HELP TRAINEES COMMUNICATE THEIR IDEAS VISUALLY.

Many of your machines and especially automobile parts, have exploded diagrams. The bulletin board will provide excellent opportunity for displaying the exploded diagrams by using actual parts, so that the trainees will get first hand experience of the actual relative positions of different component parts.

* TO VISUALISE PORTIONS OF A TEST.

A well planned visual display showing things to be identified, related, or contrasted, may cause trainee responses that help in the evaluation of their knowledge.

* TO PROVIDE A MEDIUM FOR GROUP OR INDIVIDUAL REPORTS.

You may organise displays on bulletin boards on the study trips to various industries or other places visited by the trainees. Your bulletin boards will provide a means for display of photographs, printed materials, charts, graphics and even real materials according to an organised plan, to bring out the salient or specific contents of their visits.

* TO MAKE THE CLASSROOM DYNAMIC, RELEVANT AND ATTRACTIVE.

Apart from your making bulletin board displays dynamic, attractive and relevant to your course objectives, this can form part of an excellent means of trainee participation which will provide them direct purpose experiences on various topics.

TARGET DATE FOR SUBMISSION OF ALL ASSIGNMENTS
IN THIS UNIT : 23rd MAY.

Learner activities:

1. You may organise group activities to display various visuals on the bulletin boards, that has relevance to your teaching assignments during the month of May.
2. Based on the information received by you, organise group activities to display on the bulletin board the different uses of bulletin boards.
3. Using your own words submit to your instructor answers to the following questions:
 - i. What are the advantages of using a bulletin board?
 - ii. Name the materials required in making a bulletin board.
 - iii. Give four important points you will observe while planning a bulletin board, in your institute.
 - iv. What are the guidelines you would give to your trainees for making a bulletin board display?
 - v. Give one sentence answers of nine important instructional functions of bulletin boards.

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AUDIO VISUAL EDUCATION

Module - II : Non Projected Visual aids.
Unit - 6 : Bulletin Board.

Practical Exercise - 23 : Bulletin Board presentation.

A. PROBLEM: Bulletin board display.

1. Select a theme such as "Tools", "Machine accessories", "Defects in Welding", "Moulding Sand", "Types of winding", "Types of Wiring", "Safety precautions", to be used as an introduction to a course, block, unit or topic, and get it approved by your Training Officer, before displays.
2. List ideas, that help to illustrate the theme.
3. Select pictures or other types of illustrations that can & Contribute to the theme or ideas you have listed.
4. Develop shape for your display. Adopt "T", "I", "Z" or "S" shape.
5. Arrange illustrations, as per the shape, and finalise the best and make a layout sketch.
6. Prepare title, lettering, and other materials for the display.
7. Make the presentation.

B. MATERIALS AND EQUIPMENT.

1. Bulletin board.
2. Wall paper, poster paper, construction paper, tracing paper.
3. Soft pencil, soft eraser, ink, inkingpen.
4. Scissors, paste, tack pins, thumb nails.
5. Picture of various sizes and shapes appropriate for the display theme.

C. POINTS FOR GRADING.

1. Form and content.
2. Layout.
3. Display of words, Symbols and pictures.
4. Relation of pictures and words displayed.
5. Focussing and attracting attention.
6. Neatness of work.
7. General all over appearance.

D. DEADLINE FOR THE PROJECT : May 23rd.

