

ESSENTIAL COMPONENTS IN TEACHING MATERIALS

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Annotation: This article devoted to discuss importance of teaching aids especially in teaching foreign languages and their essential components. Moreover, it confirms ways of organizing effective and interesting lessons by using different teaching material.

Key words: *prior knowledge, academic concepts, learning environments, memorable, teaching programme, analytical reasoning.*

Teaching is to communicate an idea. The major significance of teaching-learning materials is recognized within the classroom environment by providing support and assistance to the educators with the presentation and transmission of educational content and the achievement of educational objectives. The teaching-learning materials are put into practice by the educators with the primary objectives of imparting learning among students regarding the academic concepts and enabling them to achieve their goals and objectives. The significance of teaching-learning materials is usually recognized in terms of five aspects. These are, student motivation, developing creativity, evoking prior knowledge, encouraging the processes of interpreting, understanding, organizing and amalgamating the educational content, logical thinking, reasoning, and communication and contributing to the development of different skills, values and attitudes among students, and enabling them to acquire an efficient understanding of the academic concepts. The teaching-learning materials are defined as the instruments of presentations and transmission of the prescribed educational material.

There are three important parts of a communication a) sender of information b) message/information c) receiver. In teaching process it is important to generate

student's interest. If interest is build properly, the learning process can take place effectively[1]. For this purpose use of teaching material is important as they have the potentials to arouse interest in teaching-learning process. Richard (1981), in his study found that a normal human being remembers 10% of what they read, 50% of what they saw and heard, above 70% of what they heard, seen and done. It seems important that for better teaching process, a teacher should arrange different aids with the help of which he should make learning easy, enjoyable and stable. As Goethe said "knowing is not enough we must apply, willing is not enough we must do." Teaching aids are tool and equipment used in teaching as a supplement in class room instruction to enhance the interest of students. Teaching materials are important catalysts of effective instructions. Besides the traditional teaching methods, there are wide varieties of teaching aids available to the teacher. They help students to improve reading and other skill. In the present age of sciences and technology, the process of teaching and learning also depends on the latest technology. Teaching becomes interesting when a teacher uses different teaching materials because it directly involves student in the teaching- learning process. It makes lessons enjoyable and memorable. Teaching materials are key factor in creating effective teaching and learning environments. These aids directly address to the five senses so the chances of forgetting become less and process of learning becomes more effective. The use of teaching materials in English Language class is important because English has gained much more attention around the world. As a result, effective materials become need of the time. To teach a language using text book is regarded artificial because it can not connect the students to the second language. To teach a new language, different teaching materials should be used in order to enhance learners' learning process so that the learner may be able to communicate the learned language in real life. Linguistics now encourages the use of teaching materials in teaching because of their positive effects on students. In teaching language, teaching aids/ materials are important because every individual has tendency to forget but proper use of these aids, help to remember lessons

permanently. All teachings aids can be effectively used in class to motivate the students to learn better. One other important factor about teaching materials is that the materials should meet students' needs as every person has its own level of understanding. As Cunningsworth says, "Students particularly more sophisticated adults and teenagers need to feel that the materials from which they are learning have to be connected with the real world and at the same time they must be related positively to the aspects of their inner make up such as age, level of education, social attitudes, the intellectual ability and level of emotional maturity." Teaching aids are especially important to learn a new language because they develop the proper images in their mind and create an interesting atmosphere for the students to make learning easy and clear. It helps to increase the vocabulary and simplify the course because teacher can deliver lectures easily and explain the concepts of chapters[2]. Teaching aids enable all students of the class to participate actively and they can relate the topic to real life situations. Teaching aids are an important part of teaching programme. Effective teaching depends on meaningful, relevant and motivating aids and these conditions are met when aids are developed according to students' needs, interest and expectations. We can also say that teachers should effort to develop the most effective and appropriate teaching aids for their students. Materials designer suggest the combination of both reasoning and artistic processes. In this respect, Low states that "designing appropriate materials is not a science: it is a strange mixture of imagination, insight, and analytical reasoning" Advantage of teacher designed aids A teaching aids designer should be reflective, resourceful and receptive. Teachers who adopt their own teaching aids are willing to take risks and make decisions related to their particular learning environment. Some commercial aids are very costly, so it forces teachers to develop them own teaching aids which can be the best option as they are less costly. Aids developed by teachers are usually suit the students need. Modern teaching methodology emphasizes the importance of individuals need in teaching. In language class there are mix ability students so a teacher designed aids give the opportunity to select right text for

particular learner to ensure the levels of success. This can be change during the course if necessary. They can choose different topics, situations skills or combination of materials according to developing needs of individual. Teacher designed aids can also add a personal touch in teaching which increases motivation and involvement in learning. These are readily available and reduce dependence on other materials. There are some factors that teachers need to take notice while developing teaching aids. The first and most important factor is assessment of the learner. It helps them to make more meaningful, dynamic challenging and effective teaching aids. Any consideration must begin with a need analysis which will help to develop material that enhance all English language skill i.e. listening, speaking, reading, writing, vocabulary and grammar[3]. Another significant aspect of teacher designed aids is the setting of goals and objectives for the learners. It gives a sense of direction of the course and helps to achieve teaching and learning proficiency. During developing a teaching aids teacher should access to all resources such as computer, video player, C.D. player, language lab, digital camera, white board etc, it will impact on decisions in material development. Proper selection of activities will be useful in attaining the purpose of teaching aids. A teacher should leave out those activities that do not need the student's needs. Teaching-Learning Materials are the tools that are used by teachers and instructors within schools to facilitate learning and understanding of concepts among students. These are the educational materials that are used within the classroom setting to support the learning objectives, as set-out within the lesson plans. Within the education system, there has been use of TLMs since ancient times. With the classroom setting, the major role that has been rendered by the TLMs is to make learning real, practical and pleasurable for the students. The teachers also make use of TLMs to illustrate or reinforce a skill, viewpoint, perspective or an idea. TLMs also render a significant contribution in bringing novelty and freshness within the classroom environment. It is essential for the educators to possess adequate knowledge and information regarding the use of TLMs. In other words, they should be skilled and well-aware of what TLMs are

required to be made use of. The major aspects that need to be taken into account regarding the use of TLMs are, grade levels of students, subjects, learning abilities and academic goals[4]. As conclusion, we should highlight that the teaching-learning materials provide a range of experiences to the learners. When they are used in an adequate manner, then they are used to motivate learners towards acquisition of education. Research has indicated that large number of students drop out of schools, even before their educational skills are honed. The major cause behind this is, inability to understand the academic concepts. Students normally discontinue their education, because they are unable to perform well in class and attain low scores. When the teachers are unable to make use of effective teaching-learning methods, then the students experience set-backs. It has been studied that students studying in class five are unable to read class three textbooks. This is also the result of lack of appropriate teaching-learning materials. Therefore, to enrich the system of education and to enable the individuals to achieve academic goals, it is essential to implement effective teaching-learning materials.

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