EARLY CHILDHOOD EDUCATION - DIPLOMA PROGRAM

Duration: 06 MONTHS

SECTION A - MON TO WED (4:00PM to 6:00PM)

SECTION B – SUNDAYS (11:00AM to 5:00PM)

Format: Interactive Training | Practical Exercises | DIPLOMA
Trainer: Ms. Amna Altaf *(Montessori Directress & Educationist)*
Fee: PKR 15,000/ Per Month

Course Benefits:
1. **Strong Foundation in Child Development**
2. **Professional Skills for Teaching Young Children**
3. **Career Opportunities & Job Readiness**
4. **Practical & Hands-On Learning**
5. **Contribution to Child Well-being & Society**
6. **Personal Growth & Confidence**
7. **Pathway for Further Education**

Course Outline:

Module 1: **Introduction To Modern Classroom Setup**	Module 2: **Classroom Decoration & Visual Design**
✓ Concept of Modern Classroom Setup (MCS) ✓ Purpose and importance of MCS ✓ Difference between traditional and modern classrooms ✓ Child-centered learning environment ✓ Role of classroom environment in child behavior and learning	✓ Border samples and their types • Paper borders • Foam borders • Fabric borders • Theme-based borders ✓ Color psychology for classrooms ✓ Wall decoration principles **Practical Work:** Design and create border samples for different themes.
Module 3: **Creative Classroom Material Preparation**	Module 4: **Calendar & Daily Routine Materials**
✓ Class Album Preparation • Purpose of class albums • Step-by-step preparation • Theme and documentation ideas ✓ Curtain making • Fabric selection • Measurement and stitching basics • Safety considerations ✓ Mobile making • Hanging decor concepts • Recycled and low-cost materials • Theme-based mobiles **Practical Work:** Create a class album, curtain sample	✓ Importance of calendar work in early learning ✓ Calendar layout design ✓ Calendar-based questions ✓ Monthly cards and date tags ✓ Weather, day, and month pockets ✓ Teaching concepts of time and sequence **Practical Work:** Prepare a complete functional classroom calendar set.

Module 5:
Learning Aids & Identification Materials

- ✓ Flash cards
  - • Alphabet, numbers, shapes, colors
- ✓ Name tags and name cards
- ✓ Labeling classroom items
  - • Shelves
  - • Learning materials
  - • Storage areas
- ✓ Font styles and readability for children

Practical Work: Develop a complete set of flash cards, labels, and name tags.

Module 6:
Learning Areas & Activity Corners

- ✓ Concept of learning areas
- ✓ Language area
- ✓ Math area
- ✓ Sensorial area
- ✓ Art & creativity corner
- ✓ Reading corner
- ✓ Role-play / dramatic play area
- ✓ Material organization within each area

Practical Work: Design learning areas with material lists and layout sketches.

Module 7:
Soft board & Display Management

- ✓ Purpose of soft boards
- ✓ Soft board headings and themes
- ✓ Seasonal and festival-based displays
- ✓ Interactive display ideas
- ✓ Display rotation and maintenance

Practical Work: Prepare soft board headings and one complete themed display.

Module 8:
Classroom Layout & Space Planning

- ✓ Classroom layout principles
- ✓ Furniture arrangement for safety and movement
- ✓ Activity zones and free-play areas
- ✓ Traffic flow and visibility
- ✓ Classroom layout planning (floor plan)

Practical Work: Create a detailed classroom layout plan.

Module 9:
Visual Documentation & Presentation

- ✓ Importance of visual documentation
- ✓ Taking and organizing pictures of different classroom areas
- ✓ Before-and-after setup presentation
- ✓ Portfolio development

Practical Work: Compile a visual portfolio of classroom areas.

Module 10:
Mathematical Learning

- ✓ **(Matching)**
  - • Stage 1 (Child Belongings)
  - • Stage 2 (Things to things)
  - • Stage 3
  - • (Matching One to One)
- ✓ **(Sets and Sorting)**
  - • Stage 1 (natural sets)
  - • Stage 2 (own sets)
  - • Stage 3 (set rings)
  - • Stage 4 (attributes)
- ✓ **(Shapes)**
  - • Solid shape
  - • Flat shape
- ✓ **(Numbers)**

Module 11:
English Handwriting And Phonics

- ✓ Biography of Maria Montessori
- ✓ Introduction of Dr Maria Montessori
- ✓ Life's Work
- ✓ 17 points on Dr Maria Montessori
- ✓ Difference between old and new method
- ✓ Difference between Photo Memory and Phonics
- ✓ Sound with words
- ✓ Introduction of Vocabulary basket
  (through three period lesson)
- ✓ Introduction of Sound
- ✓ Introduction of Beginning Sound
  (through I Spy game)
- ✓ Introduction of Letter Sound
- ✓ Introduction of Ending sound
  (through I Spy game)
- ✓ Introduction of Middle sound
  (through I Spy game)
- ✓ Introduction of 3 Letter words
  (through word part story)
- ✓ Strips of 3 Letter words
- ✓ Definition of Digraph
- ✓ Shelf Material of "ch" and "sh" words
- ✓ Handwriting
- ✓ Vocabulary Basket
- ✓ Letter Basket

Module 12:

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اردو لکھائی اور صوتیات

۱۔ تمہیدی

۲۔ ذخیرہ ٔ الفاظ کا تعارف

۳۔ آواز کا تعارف

۳۔ شروع ئی آواز کا تعارف

۵۔ حرف کا تعارف

۶۔ ۔ دو حرفی الفاظ کا تعارف

۷۔ ۔ چار حرفی الفاظ کا تعارف

۸۔ جلد سائی کا تعارف

۹۔ عبارت سائی کا تعارف

۱۰۔ بڑی اشکال کا تعارف

۱۱۔ تین حرفی الفاظ کا تعارف

۱۲۔ جوڑ ئی کا تعارف

۱۳۔ بڑی ے کا تعارف

۱۴۔ بھاری آوازوں کا اصول کا تعارف

۱۵۔ ۔ حروف تہجی کا تعارف

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Diploma Criteria:
Participants will receive the certification upon:
- Meeting minimum attendance requirements
- Successfully completing practical assessments
- Performing a final demonstration session
- Passing written/oral evaluations
- Submitting assignments timely

Certificating Bodies
- **Skill Development Council Karachi (SDC)**
  A Project of the Ministry of Federal Education & Professional Training, Government of Pakistan

- **AASAAN CAREER – Mind Sciences Based Career Development Center**