

DOS

1. Well dressed and mannered.
2. Be smart with a smiling face.
3. Always wear ID card.
4. Deliver the topic in an understanding manner by even a slow learning student.
5. Involve the students in your lecture.
6. Induce the student to prepare for himself.
7. Tell the student about title you handle next day. Ask him to come prepared.
8. Accept the mistake & correct yourself.
9. Utilize the spare time by studying, thinking about delivery of syllabus.
10. Rehearse your speech in advance.
11. Keep your place neat & clean.
12. Be friend to student but keep distance.
13. Be polite in words & action.
14. Keep official decorum.

DONOT

1. Gossiping.
2. Wander hither & thither.
3. Waste your time with colleagues.
4. Stand in class with unprepared lecture.
5. Take text book to class room.
6. Blame others.
7. Use mobile unnecessarily & in public places.
8. Discourage student by way of punishment.
9. Leave the lab during duty hours.
10. Avoid leave frequently and without permission.