

Self-Learning Materials

<https://youtu.be/sljg5h6rRzg>

Hello learners! Welcome to Indira Gandhi National Open University. In this small video, let us discuss why self-instructional materials are important in an open and distance learning system, how you should use them, how you can use them to prepare the assignments and prepare for the term end examinations.

As the learners of open and distance learning, you can learn anything, anytime, anywhere. But you are away from your university. You are separated from the university and teachers by a physical distance. You do not get opportunities for regular interaction with your peers and teachers. Sometimes you may feel isolated. Media and technology play a very significant role in removing this isolation of the learners, bridging the gap between the learners and the tutors and the distance learning institutions. Printed self-learning or self-instructional materials are the foundation of a sound distance learning system. All the institutions and universities of open and distance learning use printed materials as the most viable medium. ————— These materials are complemented by visual, auditory, audio-visual and multi-media content.

The self-learning materials of IGNOU are best in the country and are followed by universities and institutions of open and distance education across the country.

Self-learning materials help you in the following ways:

- They have the teacher in-built in them and provide learning experiences similar to the classroom-based teaching-learning process
- They guide and support you at each and every stage during your study.
- They build up your confidence and sustain your motivation
- They positively impact your learning style and keep you connected with the contents and the system.
- They help you grow as self-reliant and independent learners with minimal or no support from external sources.

Hence you should have a thorough understanding of the features and characteristics of self-learning materials.

The self-instructional materials have a special structure in Open and Distance Learning system. In this system, **Programme** means the curriculum or combination of courses in a particular field of study, a Bachelors Degree Programme, for example. **Course** describes the teaching materials and other components of a specific segment of the syllabus. For your convenience, a course is divided into **Blocks** in the form of booklets of around 60/80 pages. Generally each block presents one unified theme. Division of the course into blocks helps you in two ways: you don't have to carry voluminous books and you feel a greater sense of achievement each time you complete a block. Each block has 3-4 units of 15-20 pages. Each of the unit deals with one theme or topic and has **sections** and **sub-sections** for the clarity of the presentation of concepts, information, illustrations etc. All the units of a block are logically, and also thematically, linked with each other. They are presented systematically and sequentially. Each of the sections is followed by a Self-Check Exercise or Self-Assessment Test which provides feedback to you on your performance.

Self-learning or self-instructional materials have the following features:

- 1. Self-motivating:** Self-learning materials arouse curiosity, raise issues in your minds and motivate you to relate theoretical knowledge to real life situations.
- 2. Self-learning:** Self-learning materials provide study guide - directions, hints, references etc to facilitate autonomous learning or self-learning with little or no support from external sources.
- 3. Self-explanatory:** The contents of self-learning materials are self-explanatory and conceptually clear. You can understand them without much external support..
- 4. Self-contained:** The self-learning materials are self-sufficient or self-contained so that you do not need to refer to additional resources for your understanding of the materials.
- 5. Self-directed:** The self-learning materials provide you guidance at every stage by providing necessary guidance, explanations, hints and suggestions.
- 6. Self-evaluating:** Self-learning materials provide you adequate scope to check your progress from time to time and get feedback on your performance. This is done through in-text questions, self-check exercises, activities, etc..

7. Self-Active: The self-learning materials have the potential to make you active and responsive by engaging you in various types of activities. There can be three types of learning activities.

- a) **Thinking:** Self-assessment questions in the self-learning materials include multiple types of questions and other questions demanding the application of higher order thinking skills. These questions motivate you to think from different perspectives and choose the right responses.
- b) **Writing:** The activities inside the self-learning materials involve some writing activities which may include using information already learnt, writing from memory, and explaining topics or concepts in your own words, rephrasing the given text or summing up the points.
- c) **Doing:** In order to develop skills amongst you, some practical exercises or activities like reading of maps, going on study tours and field visits to collect information and data etc are included in the self-learning materials to make practical application of the theories learnt during the study.

In order to make proper use of the self-instructional or self-learning materials, you should:

- Start reading them carefully after you receive them.
- Underline the important points while reading each of the units.
- Use the margins to note down the queries or important points to be discussed during the academic counselling sessions.
- Go through them thoroughly before you attend the academic counselling sessions on the blocks concerned.
- Attempt all the self-check exercises honestly and do not look at the answers until completion of the units.
- Download the digital materials of your programme from e-Gyankosh and IGNOU Student App on your mobiles and read them at your convenience when you do not have the hard copies of the materials with you.
- Write to rcpatnaslm@gmail.com or rcpatna@ignou.ac.in if you have any problem in this regard.

- Contact the Officer in Charge of Self-Learning Materials (<http://rcpatna.ignou.ac.in/Ignou-RC-Patna/userfiles/file/whom-to-contact.pdf>) if you have any long pending grievance in regard to self-learning materials.

Wish you happy learning during your stay in the university.