**AL – FARABI KAZAKH NATIONAL UNIVERSITY**

**FACULTY OF History, Archeology and Ethnology**

**DEPARTMENT OF World History, Historiography and Source Studies**

**APPROVED by**

**Dean of the Faculty**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (signature)**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Nogaybaeva M.S.**

**"\_\_\_\_\_\_"\_\_\_\_\_\_\_\_ 2017**

**EDUCATIONAL-METHODICAL COMPLEX OF DISCIPLINE**

**Code "Management of educational processes"**

Specialty “6М011400 - History”

Educational program “Name of the educational program”

Course – 2

Semester – 4

Number of credits – 3

**Almaty, 2018**

Educational-methodical complex of the discipline is made up by G.A. Seksenbayeva, doctor of historical science, docent

Based on the working curriculum on the specialty “6М011400 - History”

Considered and recommended at the meeting of the department of World History,Historiography and Source Studies from “\_\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2017, Protocol № ….

Head of department \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ G.S. Sultangaliyeva

(signature)

Recommended by the methodical bureau of the faculty

“\_\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2017, Protocol № ….

Chairman of the method bureau of the faculty \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ N. Tasilova

(signature)

**Al-Farabi Kazakh National University**

**Faculty of History, Archeology and Ethnology**

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**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (signature)**

**Nogaybaeva M.S.**

**"\_\_\_\_\_\_"\_\_\_\_\_\_\_\_ 2017**

**Syllabus**

**… semester**

**2017-2018 academic year**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Code of discipline | Title of discipline | Type | Quantity of hours per week | | | | Quantity f credits | | ECTS |
| Lec | Pract | Lab | |
|  | Management of educational processes |  | 2 | 1 |  | | 3 | |  |
| Lecturer | Seksenbayeva G.A., d.h.s., associated professor | | | | | Office hours | | According to the schedule | |
| e-mail | E-mail: s.gulzira@mail.ru | | | | |
| Telephone numbers | Telephone: 87472960460, 225-52-42 | | | | | Room | |  | |

|  |  |
| --- | --- |
| Academic presentation of the course | **Type of training course**: the discipline "Management of educational processes" introduces students to the documents that are guided in the educational system of the Republic of Kazakhstan, the features of these documents and the development program in the education system of the Republic of Kazakhstan.  **The purpose of the course:** the purpose of the discipline "Management of educational processes" is: to familiarize and form the concept of different directions and levels of state standards of the education system among students, the peculiarities of organizational and legal forms and types, as well as the types of bodies that implement training in educational institutions and the peculiarities of the system of educational management bodies  **Cognitive:** to know the basic concepts and special terminology; the main factors affecting the formation of the educational process in society  **Functional:** students should learn the features of the educational system of the Republic of Kazakhstan, the importance of the education system in the development of the socio-economic status of society to master theoretical knowledge in the field  **System:** to analyze the legislative principle of the educational system of the Republic of Kazakhstan, the "Law on Education" of the Republic of Kazakhstan, use of the State Educational Establishment in the educational system of the Republic of Kazakhstan, assess the state program for the development of education for 2011-2020, features of 12 years of education. **Social:** to be able to share the results of the research with the scientific community, enter into a dialogue, and defend their point of view.  **Metacompetence:** to be able to assess the significance of the results of the project study in its own professional development and in the development of the scientific paradigm of informatization of society. |
| Prerequisites | History of Kazakhstan, Pedagogy, Basics of Law |
| Literature and resources | **Literature**  **Main:**   1. The Law "On Education" of the Republic of Kazakhstan. - Almaty, 2008. 2. State obligatory standard of secondary education (primary, basic secondary, general secondary education). - A., 2016 3. State obligatory standard of technical and vocational education. - A., 2016 4. State obligatory standard of higher education. - A., 2016 5. State obligatory standard of postgraduate education. - A., 2016   **Additional:**  1. Nazarbayev N.A. Kazakhstan - 2030: Prosperity, security and improvement of the well-being of all Kazakhstanis: Message of the President of the country to the people of Kazakhstan // Thought. 1997. - № 12.  2. Nazarbayev N.A. Kazakhstan on the way of accelerated economic and political modernization: Message of the President of the Republic of Kazakhstan, N.A. Nazarbayev, to the people of Kazakhstan. - Astana: Elorda, 2005. - 44 p.  3. State program for the development of education in the Republic of Kazakhstan for 2005-2010. - Astana, 2004.  4. State program of development of education of the Republic of Kazakhstan for 2011-2020.  5. Nurmagambetov A.A. Educational policy of the Republic of Kazakhstan in the context of the transformation of the higher education system. - Almaty, 2002. - 200 p.  6. Globalization of the educational market: reform of universities in Central Asia: Fourth Annual International Conference of the Educational Network. April 5-6, 2004 - Almaty, 2004. - 420 p.  **Internet resources** |
| The academic policy of a course in the context of university moral and ethical values | **Rules of the academic behavior:**  Obligatory presence on classes, inadmissibility of delay. The absence and delay on classes without preliminary prevention of the teacher are estimated at 0 points.  Obligatory observance of terms of performance and delivery of tasks (on SIW, mid-terms, control, laboratory, project works, etc.), projects, examinations. In case of violation of terms of delivery, the performed task is estimated taking into account a deduction of penal points.  **Academic values:**  Academic honesty and integrity: independence of performance of all tasks; inadmissibility of plagiarism, forgery, use of cribs, writing off at all stages of control of knowledge, deception of the teacher and disrespectful the attitude towards him (The code of honor of the student of KazNU).  Students with limited opportunities can receive the consulting help; write on the E-address s.gulzira@mail.ru, or call phone 87472960460, 225-52-42 |
| Policy of estimation and certification | **Criteria estimation:** estimation of results of education in correlation to descriptors (check of formation of competences on mid-terms and examinations).  **Summative estimation:** estimation of presence and activity of work in audience; estimation of the performed task, SIW (projects / cases / programs)  Formula of calculation of total assessment. |

**Calendar for the implementation of the content of the course:**

|  |  |  |  |
| --- | --- | --- | --- |
| Week / date | Name of the topic (lecture, practice, SIWT) | Quantity of hours | Maximum point |
| 1 | 2 | 3 | 5 |
| 1 | Lecture 1. Introduction. Educational system of the Republic of Kazakhstan | **2** | **1** |
| Practice 1. Stages of the formation of the educational system of the Republic of Kazakhstan. Management of the system of higher education at various stages of its reform | **1** | **6** |
| 2 | Lecture 2. Regulatory and legal framework of the educational system of the Republic of Kazakhstan | **2** | **2** |
| Practice 2. The Law of the Republic of Kazakhstan of July 27, 2007 "On Education". General provisions. Management of the educational system. State regulation in the field of education. | **1** | **2** |
| 3 | Lecture 3. State compulsory education standard of the Republic of Kazakhstan | **2** | **2** |
| Practice 3.The state compulsory standard of education of the Republic of Kazakhstan. General provisions. Requirements for the content of education. Competence. Communicative and linguistic competence. Cognitive competence. Creative competence. | **1** | **1** |
| SIWT: Submission of Assignment 1: Regulatory and legal framework of the educational system of the Republic of Kazakhstan (essay) |  | **15** |
| 4 | Lecture 4. State compulsory education standards for relevant levels of education | **2** | **2** |
|  | Practice 4. State compulsory standard of preschool education and training; state compulsory standard of secondary education (primary, basic secondary, general secondary education); state compulsory standard of technical and vocational education; the state compulsory standard of post-secondary education; the state compulsory standard of higher education; state compulsory standard of postgraduate education. | **1** | **1** |
| 5 | Lecture 5. State Program for the Development of Education of the Republic of Kazakhstan for 2011-2020 | **2** | **2** |
|  | Practice 5. The State Program for the Development of Education of the Republic of Kazakhstan for 2011-2020. Terms of implementation (stages). Goals, objectives, target indicators and indicators of the results of the program. | **1** | **1** |
|  | SIWT: Submission of Assignment 2: Goals, objectives, target indicators and indicators of the results of the implementation of the educational development program of the Republic of Kazakhstan for 2011-2020 (outline). |  | **6** |
| 6 | Lecture 6.Concept of 12-year secondary education in the Republic of Kazakhstan | **2** | **2** |
|  | Practice 6. Concept of 12-year secondary education in the Republic of Kazakhstan. Stages of concept’s implementation | **1** | **1** |
| 7 | Lecture 7. International documents defining the content of education | **2** | **2** |
|  | Practice 7. World Declaration on Education for All (1997). International Standard of Classification of Education (1997). Convention on the Recognition of Qualifications concerning Higher Education in the European Region (1997). The Bologna Declaration (1999). | **1** | **1** |
|  | SIWT: Submission of Assignment 3: International documents defining the content of education (essay) |  | **6** |
| 8 | **Midterm control.** The questions of the test work are included in the section "Examination questions" |  |  |
| 9 | Lecture 9. Assessment of the quality of the education system | **2** |  |
|  | Practice 9. System for assessing the quality of education in Kazakhstan. National System for the Assessment of the Quality of Education (HSAQE). International accreditation. Accreditation. State attestation. Intermediate state control of students' knowledge (ISCSK). External evaluation of educational achievements (EEEA). | **1** | **1** |
|  | СРСП: Submission of Assignment 4: Assessment of the quality of the education system (report) |  | **6** |
| 10 | Lecture 10. Management of modern education | **2** | **2** |
|  | Practice 10. Management of modern education. The essence of management in the educational system. | **1** | **1** |
| 11 | Lecture 11. Pedagogical management as a modern theory of education management | **2** | **2** |
|  | Practice 11. Fundamentals of management of a general educational institution. | **1** | **1** |
|  | SIWT: Submission of Assignment 5. Pedagogical management as a modern theory of education management (outline) |  | **12** |
| 12 | Lecture 12. Professional competence of teachers in the context of modernization of education | **2** | **2** |
|  | Practice 12. Professional competence of the teacher. Formation of professional competence of the teacher. Improvement of professional skills of teachers taking into account the competence-oriented content of education. | **1** | **1** |
| 13 | Lecture 13. Information technologies in educational process | **2** | **2** |
|  | Practice 13.Modern information technologies in educational process. New pedagogical and information technologies in educational process. | **1** | **1** |
| 14 | Lecture 14. The role of innovative technologies in the organization of the educational process of universities. | **2** | **2** |
|  | Practice 14. Innovative technologies in the organization of the educational process in universities. | **1** | **1** |
|  | SIWT: Submission of Assignment 6. Modern information technologies in educational process (essay, report). |  | **10** |
| 15 | Lecture 15. Reforms of the educational system in Kazakhstan | **2** | **2** |
|  | Practice 15. Management of the system of higher education in Kazakhstan under conditions of reform. | **1** | **1** |
|  | Endterm control |  |  |

Lecturer G.A. Seksenbayeva

Head of the department G.S. Sultangaliyeva

Chairman of the bureau of the faculty N. Tasilova