**GAU, Faculty of Education**

**GAU, Eğitim Fakültesi**

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| **Course Unit Title/Ders Adı** | | | | | | Turkish Education System and School Administration | | | | | | | |
| **Course Unit Code/Ders Kodu** | | | | | | ELTV302 | | | | | | | |
| **Type of Course Unit/Ders statüsü** | | | | | | Compulsory/ Juniors | | | | | | | |
| **Level of Course Unit/Ders seviyesi** | | | | | | BA | | | | | | | |
| **National Credits/Ulusal kredi** | | | | | | 2 | | | | | | | |
| **Number of ECTS Credits Allocated/AKTS değeri** | | | | | | 3 ECTS | | | | | | | |
| **Theoretical (hour/week)/Haftalık teorik ders saati** | | | | | | 2 | | | | | | | |
| **Practice (hour/week)/Uygulama durumu** | | | | | | - | | | | | | | |
| **Laboratory (hour/week)/Laboratuvar durumu** | | | | | | - | | | | | | | |
| **Year of Study/ Dersin yılı** | | | | | | 2 | | | | | | | |
| **Semester when the course unit is delivered/Ders dönemi** | | | | | | Spring | | | | | | | |
| **Course Coordinator/Ders koordinatörü** | | | | | | - | | | | | | | |
| **Name of Lecturer (s)/Ders sorumlu öğretim elemanı** | | | | | | - | | | | | | | |
| **Name of Assistant (s)/Asistan adı** | | | | | | - | | | | | | | |
| **Mode of Delivery/Dersin işlenişi** | | | | | | Face to face, rethorical, document analysis | | | | | | | |
| **Language of Instruction/Dersin dili** | | | | | | English/Turkish | | | | | | | |
| **Prerequisities and co-requisities/Dersin ön koşulu** | | | | | | - | | | | | | | |
| **Recommended Optional Programme Components/Önerilen opsiyonel program unsurları** | | | | | | - | | | | | | | |
| **Objectives of the Course/Dersin amacı** | | | | | | | | | | | | | |
| * To be able to recognize the purpose and structure of the Turkish Education System, major educational theories and processes, to understand the management and functioning of the school as an organization in this framework, and to know the historical process of major administrative practices. To be able to comprehend and explain the types of decision making, the legal basis of education, EU education programs and their effects on the Turkish education system. | | | | | | | | | | | | | |
| **Learning Outcomes/Öğrenme çıktıları** | | | | | | | | | | |  | | |
| When this course has been completed the student should be able to | | | | | | | | | | | Assesment | | |
| 1 | Explains and interprets the laws related to education at personal level | | | | | | | | | | 1,2 | | |
| 2 | Knows the legal regulations on the development of school-environment relations | | | | | | | | | | 1,2 | | |
| 3 | Lists the names of major laws, regulations and directives related to education | | | | | | | | | | 1,2 | | |
| 4 | Develops suggestions on ways to ensure social participation in school | | | | | | | | | | 1,2 | | |
| 5 | Evaluates the contributions of major management theories to school management | | | | | | | | | | 1,2 | | |
| 6 | Performs the operations related to the school business by making use of examples. | | | | | | | | | | 1,2 | | |
| 7 | Interprets the aims and principles of the Turkish Education System | | | | | | | | | | 1,2 | | |
| 8 | Understands the management processes of the school | | | | | | | | | | 1,2 | | |
| 9 | Expresses the structure of the Turkish Education System | | | | | | | | | | 1,2 | | |
| 10 | Offers solutions for education system problems | | | | | | | | | | 1,2 | | |
| *Assesment Methods*: 1. Exam, 2. Assignment 3. Project/Report, 4. Presentation, 5 Lab.Work  *Değerlendirme Metodu*: 1. Sınav, 2. Ödev, 3. Proje, 4. Sunum, 5. Lab work | | | | | | | | | | | | | |
| **Course’s Contribution to Program/Dersin Programa Katkıları** | | | | | | | | | | | | | |
|  | | | | | | | | | | | | CL/KS | |
| 1 | Have gained an in-depth knowledge of different linguistic components of the English language | | | | | | | | | | | 2 | |
| 2 | Be familiar with different theories, methods, and techniques of teaching English as a foreign language; | | | | | | | | | | | 2 | |
| 3 | Be able to teach EFL learners of varying ages effectively in all components of language: speaking, listening, reading, and writing; | | | | | | | | | | | 2 | |
| 4 | Be able to assess English language learners in different language skills; | | | | | | | | | | | 2 | |
| 5 | Be able to create, evaluate, and use English language teaching materials; | | | | | | | | | | | 2 | |
| 6 | Be able to critically evaluate the existing language proficiency exams; | | | | | | | | | | | 2 | |
| 7 | Be able to participate and be sufficiently understood in academic discourse; | | | | | | | | | | | 2 | |
| 8 | Be able to apply academic learning strategies such as note-taking, reading, and oral communication strategies in real life situations; | | | | | | | | | | | 3 | |
| 9 | Be able to make efficient and appropriate behavior management decisions in the classroom; | | | | | | | | | | | 3 | |
| 10 | Be able to analyze literary texts to integrate them into their teaching; | | | | | | | | | | | 2 | |
| 11 | To be able to effectively manage group dynamics, time, space and materials; | | | | | | | | | | | 3 | |
| 12 | To have gained familiarity with basic principles of guidance and the relevant practical applications; | | | | | | | | | | | 3 | |
| 13 | Be able to conduct and use research and document sources properly; | | | | | | | | | | | 3 | |
| 14 | Be able to apply the knowledge and skills they have gained during their four year studies at GAU to their teaching career. | | | | | | | | | | | 3 | |
| *CL (Contribution Level)*: 1.Very Low, 2.Low, 3.Moderate, 4.High, 5.Very High  *Katkı seviyesi(KS)*: 1. Çok düşük, 2. Düşük, 3. Orta, 4. Yüksek, 5. Çok yüksek | | | | | | | | | | | | | |
| **Course Contents/Ders İçeriği** | | | | | | | | | | | | |
| Week/**Hafta** | |  |  | | | | | | | Exam**s/ Sınavlar** | | |
| 1 | |  | General Concepts of Education, Characteristics of the Education System and Affecting Elements | | | | | | |  | | |
| 2 | |  | Elements, Aims and Principles of Turkish Education System, Functions of Educational Institutions | | | | | | |  | | |
| 3 | |  | The Legal Basis of the Turkish Education System | | | | | | |  | | |
| 4 | |  | The Structure and Characteristics of the Turkish Education System | | | | | | |  | | |
| 5 | |  | Systems Theory, System Theories and System Approach in Education Management Science and Organization Theory | | | | | | |  | | |
| 6 | |  | Organization and Management Theories I | | | | | | |  | | |
| 7 | |  | Organization and Management Theories II | | | | | | |  | | |
| 8 | |  |  | | | | | | | **Mid-term** | | |
| 9 | |  | School Organization and Management, Management Processes | | | | | | |  | | |
| 10 | |  | School Principal's Behavior, Leadership and Management | | | | | | |  | | |
| 11 | |  | School Organization Management and Management Styles | | | | | | |  | | |
| 12 | |  | Employee, Student and Teaching Affairs in the School Organization | | | | | | |  | | |
| 13 | |  | Ethics in Education and Training | | | | | | |  | | |
| 14 | |  | Effects of EU Education Policies on TR Education System | | | | | | |  | | |
| 15 | |  |  | | | | | | | **Final** | | |
| **Recommended Sources/Önerilen kaynaklar** | | | | | | | | | | | | |
| **Textbook/Ders kitabı:**  Akçay, R. C. (2010).*Türk eğitim sistemi ve okul yönetimi*. Ankara: Ekinoks Yayınevi.  Başaran, İ. E. (2012). *Türk eğitim sistemi ve okul yönetimi.* Ankara: Ekinoks Yayınevi.  **Supplementary Material(s)/Ek Materyal(ler):**  Başaran, İ.,E. (1992). *Yönetimde insan ilişkileri*. Ankara: Kadıoğlu Matbaası.  Bursalıoğlu, Z. (1994). *Okul* *yönetiminde yeni yapı ve davranış*. (9. baskı), Ankara: Pegem A Yayıncılık  Materials supplied by the lecturer | | | | | | | | | | | | |
| **Assessment/Değerlendirme** | | | | | | | | | | | | |
| Attendance/Derse devam | | | | 5% |  | | | | | | | |
| Homeworks/Ödevler | | | | 5% |  | | | | | | | |
| Laboratory/Lab. | | | | 0% | Lab Grade= Lab Performance  Lab Attendance | | | | | | | |
| Midterm Exam/Vize sınavı | | | | 40% |  | | | | | | | |
| Final Exam/Final sınavı | | | | 50% |  | | | | | | | |
| Total | | | | 100% |  | | | | | | | |
| **ECTS Allocated Based on the Student Workload/ Öğrenci ders yüküne göre AKTS değerleri** | | | | | | | | | | | | |
| ActivitiesEtkinlik | | | | | | | Number/Sayısı | Duration (hour)/Süresi | Total Workload(hour)/Toplam yük | | | |
| Course duration in class (including the Exam week)/Sınıf içi etkinlikler | | | | | | | 13 | 2 | 26 | | | |
| Labs and Tutorials/ Lab ve ders | | | | | | | - | - | - | | | |
| Assignments/Ödevler | | | | | | | 2 | 8 | 16 | | | |
| E-Learning Activities/E-learning activities | | | | | | | 2 | 8 | 16 | | | |
| Project/Presentation/Report Writing/Proje | | | | | | | - | - |  | | | |
| Quizzes | | | | | | | - | - | - | | | |
| Lab Exams | | | | | | | - | - | - | | | |
| Midterm Examination/Vize | | | | | | | 1 | 1 | 1 | | | |
| Final Examination/Final | | | | | | | 1 | 1 | 1 | | | |
| Self-Study/Bireysel çalışma | | | | | | | 4 | 10 | 40 | | | |
| Total Workload/İş yükü | | | | | | | | | 100 | | | |
| Total Workload/30 (h) | | | | | | | | | 100/30 | | | |
| ECTS Credit of the Course/AKTS değeri | | | | | | | | | 3,3 | | | |