

MINISTRY OF EDUCATION AND SCIENCE OF THE REPUBLIC OF KAZAKHSTAN

SHYMKENT UNIVERSITY



FACULTY OF "PEDAGOGICAL SCIENCES"

"I APPROVE"

Dean of the Faculty of Pedagogical Sciences

PhD, Dzhanabaev D.Zh.

" 26 " 08 2022.



Plan

educational and methodological work for the 2022-2023 academic year of the Department of Pedagogy

Shymkent, 2022.

Department of Pedagogy

№	The work performed	Due date	Responsible persons	Completion Form
1	Preparation and approval of the plan of educational and methodical work of the department	August	Head of the Department Ph.D. N.Alpeisova	August
2	Discussion and commissioning of working training programs for the 2022-2023 academic year	August	Head of the department and responsible for educational and methodological work	August
3	Discussion and approval of syllabuses on the subjects taught, catalogs of elective disciplines, curricula and work plans of pedagogical and educational practice in the specialties developed by the department for the new academic year 2022-2023	August	The head of the department is Ph.D. N.Alpeisova, responsible for the educational and methodological work of Ph.D. Mamaeva A. E.	August
4	Approval of the schedule of mutual visits and open classes of the faculty of the department for the 2022-2023 academic year.	september	Responsible for the educational and methodological work of Ph.D. Mamaeva A. E.	september
5	Preparation and approval of educational and methodological documents on the taught disciplines of the department.	september	Responsible for the educational and methodological work of Ph.D. Mamaeva A. E. Teachers of the department	september
6	Approval of assignments and the schedule of admission of students to the block, rating, SIW.	September	Head of the department , Ph.D. N.Alpeisova and responsible for educational and methodological work	september
7	Preparation of textbooks, teaching aids, multimedia visual aids and didactic materials for each subject	september	Head of the department and responsible for educational and methodological work	September
8	The level and quality of training of educational and methodological complexes in the disciplines held at the	october	Head of the department and responsible for educational and methodological work	october

	department.		, Ph.D. Mamaeva A. E.	
9	Analysis of the progress of the mutual attendance plan for teachers	october	Teachers of the department and teaching staff	october
10	The academic performance of full-time students in meeting the requirements for credits and exams.	october	Teachers of the department	October
11	Preparation for the winter session: approval of the test, exam (tickets).	october	Head of the department and teachers of the department	October
12	Preparation for the winter session. Discussion of the rating results.	November	Responsible for the educational and methodological work of Ph.D. Mamaeva A. E.	November
13	The use of innovative teaching methods in the classroom. Analysis of open lessons..	November	The head of the department is Ph.D. N.Alpeisova and responsible for the educational and methodological work of Ph.D. Mamaeva A. E.	November
14	Conducting preparatory work for the winter session with 1st year students.	December	Teachers of the department	December
15	Semi-annual report of educational and methodological work for the 2022-2023 academic year	December	Head of the department and teachers of the department	December
16	Providing the department with educational and methodological literature and new teaching aids for disciplines related to the specialty.	January	Head of the department and responsible for educational and methodological work	January
17	Discussion of the implementation of individual work plans of teachers of the department for the first half of the year and plans for the second half of the year	January	Head of the Faculty Department	January
18	Approval of the schedule of preparation, preliminary protection of students for the thesis	February	Head of the Department , Ph.D. N.Alpeisova	February
19	On the academic performance and quality of students' assignments in SIW	February	Responsible for the educational and	February

			methodological work of Ph.D. Mamaeva A. E.	
20	Discussion of the progress of the mutual teacher attendance plan	February	Responsible for the educational and methodological work of Ph.D. Mamaeva A. E.	February
21	Preparation for the summer session (approval of the composition of the commission, examination questions and tickets). Approval of questions and tickets of the state exam for groups of the graduate full-time department	Mart	Head of the department , Ph.D. N.Alpeisova and responsible for educational and methodological work	Mart
22	Management of students' research work	Mart	Teachers of the department	Mart
23	1. discussion of the open lessons of the teachers of the department 2. about the course of the spring examination session.	April	Head of the department , Ph.D. N.Alpeisova and responsible for educational and methodological work	April
24	Scientific and practical conference of students. Participation in the conference	April	Teachers of the department	April
25	Summing up the results of the winter and summer student sessions	May	Head of the department , Ph.D. N.Alpeisova and responsible for educational and methodological work	May
26	Annual report of educational and methodological work for the 2022-2023 academic year	June	Teachers of the department	June

Head of the department :



Alpeisova N. A.

Annual publication plan of educational and methodical literature for the 2022-2023 academic year Department of Pedagogy

№	Authors Surname	The name of the work	Type of educational and methodical literature (textbook, textbook, methodical manual, methodical manual)	EML volume (ed. sheets)	Edition circulation	Publication language	Publication date
	2	3	4	5	6	7	8
The textbook							
Training manual							
1	Aitkulova G.A.	"Teaching students decorative and applied art"	Training manual	8	50	In the Kazakh language	December 2022
2	Burkitbaev T.S.	"Drawing"	Training manual	8	50	In the Kazakh language	December 2022.
3	Burkitbaev T.S. Shilibaev N. Suleimen A.M.	"Computer graphics"	Training manual	15	50	In the Kazakh language	February 2022
4	Bektaeva N.T. Dildabekova G.E. Nurzhitov A.S.	"Fundamentals of art therapy"	Training manual	18	50	In the Kazakh language	Mart 2023
5	Barakhova R.K.	"The work of a psychologist with teenagers"	Training manual	7	10	In the Kazakh language	May 2023

Chairman of the EML:

Tavbaeva D.B.

Head of the Department:

Alpeisova N.A.

Agreed:

Head of the educational and methodological department:

Dyusenova R.B.