

SYLLABUS

1. Course title:

GENERAL TEACHING METHODOLOGY

2. Code:**3. Cycle of study:****4. ECTS credits:****5. Type of course:** Mandatory Elective**6. Prerequisites:**

Minimal required attendance is 70%, passed partial exam, submitted and completed individual team/group project

7. Class restrictions:

Only students from department of elementary school education

8. Duration / semester:**9. Weekly contact hours:**

9.1. Lectures:

3

9.2. Seminars:

2

9.3. Laboratory/Practice classes:

0

10. Faculty:

Faculty of Humanities and Social Sciences

11. Department/study program:

TEACHER EDUCATION

12. Lecturer:

dr. sc. Selma Porobić, associate professor

13. Lecturer's e-mail:

selma.porobic@untz.ba

14. Web site:

www.ff.untz.ba and www.ff.unitz.ba

15. Course aims:

To enable students to acquire a wide range of knowledge and develop skills in the field of general teaching methodology. Development of skills of successful teaching and development of critical attitudes in the methodological approach to teaching, and teaching practical skills.

Acquisition of knowledge, understanding and development of the curriculum and syllabus, how to organize and lead the class, how to manage the class, how to teach students of unequal abilities. To train future educators and teachers to understand, monitor and evaluate the pupil / student and his / her potentials and progress.

Development of creative potentials and development of sensitivity for student needs of education for the 21st century.

16. Learning outcomes:

after passed exam, students will be able to:

- Students will know how to plan, program and perform quality teaching and educational process.
- students will critically understand, know how to elaborate and interpret and elaborate program content
- students will be able to develop, interpret and use appropriate teaching principles, methods, procedures and forms in order to accomplish the tasks of teaching and educational work
- students will master the skills of establishing positive discipline and class atmosphere
- Student will be able to systematically perform written and oral evaluation of their work and the work of students
- Students will master the skills of creative and innovative design of specialized classrooms and cabinets in accordance with the challenges of methodology for the 21st century.

17. Course content:

- 1-Introduction to the basic concepts of general teaching methodology
- 2-Development of teaching skills: Teaching competencies
- 3-Determining basic teaching skills, following one's own teaching models
- 4-Encouraging motivation to develop students' skills
- 5-Competences in planning
- 6-Articulation of teaching
- 7-partial exam 1
- 8-Elaboration and decision on the development of pedagogical potentials of students and their goals
- 9-How to meet the student needs of the 21st century
- 10-Selection of content, selection of teaching activities, monitoring and evaluation of student progress
- 11-Preparation and implementation of the lesson: Teacher behavior, teaching styles and learning styles
- 12-Challenges of adapting activities and teaching units to students, use of tools and aids
- 13-Leadership and course flow: Flexibility, maintaining student participation, monitoring student progress rhythm and course flow
- 14-Class atmosphere: student motivation, positive messages, appearance and composition of the class. Student disobedience, establishment of authority. Evaluating student effectiveness. Self-evaluation.
- 15-partial exam #2

18. Learning methods:

In the teaching class, General teaching Methodology, the following learning / teaching methods are planned:

- Lectures with the use of multimedia tools, active learning techniques and with active participation in the analysis of written preparations and student discussions
- Auditory exercises;
- Preparation, presentation, development of critical thinking through group and individual simulations of directed activities, workshops or debates.

19. Assessment methods:

With contingent attendance of courses/classes and with demonstrated activity during semester, students can achieve 20 points (20% of the total score).

Out of these 20 points, students can achieve 15 points directly through attendance (lectures and exercises), and 5 points can be scored being active in discussions and disputations.

Successful completion and presentation of individual or group project, students can achieve maximum of 10 points (10% of total score).

Seminar work or group project, is submitted in writing to the subject teacher for examination and evaluation, and then is presented orally/verbally.

By the end of semester, student is mandated to complete and submit an independent critical review in the written format regarding his/hers attendance of classes, active participation through interactive workshops aimed to create personal attitudes in comparative research and improving pedagogical education at all levels, all this will be evaluated with 10 points (10% of total number of points).

During the semester, students will have one partial (colloquial) assessment of knowledge from the field that covers the contents of the subject that is accomplished, and this will be evaluated with 10 points (10% of the total score).

A written colloquial knowledge assessment is executed halfway through the semester.

The remaining 50 points (50%), the student is earning at a final exam, which is performed in writing.

The final written exam consists of multiple choice tasks, recruitment tasks, or essay assignments.

The student can achieve a maximum of 50 points (50% of the total score) on the final written exam.

All students are attending the examination simultaneously, thus achieving the testing of the identical level of knowledge, as well as the identical conditions under which the student takes the exam.

20. Assessment components:

a) attendance and activity during courses/classes	20 (15+5)
b) individual seminar work / team project	10
c) critical review of the read book	10
d) partial / colloquial assessment of knowledge	10
e) final written exam	50
TOTAL: 100 points	

21. Required reading list:

Kyriacou C.: Temeljna nastavna umijeća, Educa, Zagreb, 2001,
Muminović H.: Mogućnosti efikasnijeg učenja u nastavi, DES, Sarajevo 2000.
Gordon T.: Kako biti uspešan nastavnik,

22. Web sources:

-<http://www.fmon.gov.ba/>
-<https://aposo.gov.ba/bs/>
-<http://pztz.ba/>

23. Applicable starting from the academic year:

2022/23

24. Adopted in the Faculty/Academy session: