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| **REPUBLIC OF INDOZENIA**<br>**UNIVERSITAS PANCASAKTI**<br>**TEGAL** | **MINISTRY OF HIGHER**<br>**EDUCATION, SCIENCE AND**<br>**INNOVATION OF THE REPUBLIC**<br>**OF UZBEKISTAN** |

**Teacher Training and Education Faculty Universitas Pancasakti Tegal**

**"APPROVED"**
**Dean,   Teacher   Training   and Education**
**Faculty Universitas Pancasakti Tegal**
_____ **Yoga Prihatin, M.Pd**
« Tegal» 27 March 2023 y.

**Industry-specific center for retraining teaching staff and improving their qualifications at the Tashkent State Technical University**

**"APPROVED"**
**Director of the industry center**
**K. Kurolov**
«_____»_____2023 y.

# PROGRAM

**retraining and advanced training courses for teaching staff of higher educational institutions in all areas**

## MODULE: "DIGITAL COMPETENCIES IN PEDAGOGICAL ACTIVITY"

**Retraining and advanced training courses:**
Higher educational institutions in all areas of retraining and advanced training of teaching staff

**Audience:**
Teaching staff of higher educational institutions

Tashkent - 2023

The working curriculum was developed on the basis of the curriculum approved by the order of the Ministry of Higher Education, Science and Innovation of the Republic of Uzbekistan dated August 25, 2023 No. 391.

The working curriculum was recommended for approval by the decision of the Council of the Tashkent State University named after Islam Karimov (Minutes No. 5 of January 31, 2024).

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*This curriculum was developed in collaboration with Teacher Training and Education Faculty Universitas Pancasakti Tegal*

# INTRODUCTION

The program meets all the requirements and Standards of the Republic of Uzbekistan.

The topics given within the program are focused to the basis of the content, quality and general qualification requirements and curricula for the retraining and professional development of pedagogic personnel in the field of education, and its content is modern organization of the educational process for the latest achievements in methods, the use of digital educational resources by pedagogues in the context of digitization of the educational process, the use of modern forms of teaching, such as the design of the educational process based on distance education technologies and digital educational resources directed to the development of relevant knowledge, skills, qualifications and competencies.

The topics given within the framework of the working program will serve to improve the necessary new knowledge, skills and abilities and competencies of the students in mastering digital competence and its structural structure, applying teaching methods based on the use of digital educational technologies.

## *Purpose and tasks of the module*

**The purpose of the module** is to introduce modern forms of teaching such as the use of digital educational resources by pedagogues in the context of digitization of the educational process, distance learning technologies and the design of the educational process based on digital educational resources.

**The task of the module is** to reveal the possibilities of digital educational resources of pedagogues, distance education technologies and digital educational resources in the process of designing the educational process.

## *Requirements for the knowledge, skills, qualifications and competencies of the students according to the module*

As part of the issues to be implemented in the process of mastering the module "Digital Competencies in Pedagogical Activity":

Listener:

- the basic principles of digital didactics and the concept of digital competence of the pedagogue;
    - teaching methods based on the use of digital educational technologies;
    - digital security rules and digital ethics;
    - use of digital products and digital educational resources
    features;

- to have knowledge about the specific features of taking into account the needs of learners when using digital products and digital educational resources;
- **to have knowledge** about the specific features of taking into account the needs of learners when using digital products and digital educational resources;
- effective creation of educational materials and digital educational resources for different levels of education;
- evaluation of digital educational resources and digital products in terms of effectiveness of use;
- selection of digital tools to organize communication between the participants of the educational process;
- use of digital tools to evaluate the results of learning the educational program and organize feedback;
- analysis of digital educational resources in accordance with educational and didactic goals methods of making and rational choice;
- formation and practical use of digital technologies and digital educational environment;
- training in the development and implementation of educational programs use of interactive forms and means of training;
- **acquisition of skills and competences** in the application of forms of education specific to distance education technologies;
- implementation of digital organizational and methodical support for the implementation of continuous education programs aimed at the appropriate qualification level;
- development of educational subjects, courses, modules and organization of educational activities based on continuous education programs in the digital environment;
- the development of electronic scientific and educational-methodical materials that ensure the implementation of continuous education programs **should acquire competencies.**

**Recommendations for the organization and conduct of the module**

- The module "Digital competences in pedagogical activity" is conducted in the form of lectures and practical exercises.
- It is envisaged to use modern methods of education, pedagogical technologies and digital technologies based on distance learning in the course of teaching:
- presentation and electronic didactic technologies using modern interactive technologies in video lectures;
- the practical training involves the use of software tools based on cloud technology, express questions-answer, test questions and other interactive educational methods

**The connection and coherence of the module with other modules in the curriculum**

Training on the "Digital Competencies in Pedagogical Activities" module is conducted in connection with the "Development of Professional Competencies of the Teacher" module in the curriculum.

**The role of the module in higher education**

By mastering the module, students will acquire professional competence in organizing and conducting the educational and production process in the implementation of educational programs of various levels and directions in the digital environment.

## MODULE DISTRIBUTION BY HOURS

| № | Module topics | Auditory training amount | | |
|---|---|---|---|---|
| | | Total | Theoretical | Practical training |
| 1. | **Digital transformation of the educational process**. Teacher's digital competence and its structural structure. Digital didactics and its main principles. Basic requirements for the design of digital educational resources. Evaluation of the quality of digital educational resources. | 2 | 2 | |
| 2. | **Pedagogical design in a digital educational environment. Media education and safety.** Features of pedagogical design in traditional and digital education. Compliance with special norms and rules when working with various sources on the Internet: media education, copyright, information security. Ways to protect copyright on the Internet. | 2 | 2 | |
| 3. | **Digital learning resources and software products.** Use of digital educational resources (DER). Selection of RTR, working with electronic libraries, selection of public online courses on open learning platforms based on the needs of learners | 4 | 2 | 2 |
| 4. | **Creation of interactive didactic materials based on multimedia and infographics and storage in cloud services.** In pedagogical activities includes using cloud services (Google,H5P, Canva, figma) that is aimed at forming user skills and includes the following tasks: creating an interactive presentation that includes infographics, video lectures and multimedia tools using cloud services, setting up animation effects , control presentation display using hyperlinks. | 2 | | 2 |

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| 5. | **Creating video content for distance learning platforms.** Creating video content for distance learning platforms: Audio and video editing using online video editors (AdobePremiere Pro, Davici Resolve, FinalCut). Record, edit and save videos on the chosen topic using the provided editor. | 2 | | 2 |
| 6. | **Use of digital technologies in organizing online training**. working with webinar services (Zoom, Yandex.Telemost, Google Meet, etc.) in organizing online classes. | 2 | | 2 |
| | **Jami:** | 14 | 6 | 8 |

## THEORETICAL EXERCISES CONTENT

### TOPIC 1: DIGITAL TRANSFORMATION OF THE EDUCATIONAL PROCESS.
**(2 hours)**

Educator's digital competence and its structural structure. Digital didactics and its main principles. Basic requirements for the design of digital educational resources. Evaluation of the quality of digital educational resources.

### TOPIC 2: PEDAGOGICAL DESIGN IN A DIGITAL LEARNING ENVIRONMENT. MEDIA LITERACY AND SAFETY.
**(2 hours)**

Features of pedagogical design in traditional and digital education. Pedagogical design technology of digital educational resource. Compliance with special norms and rules when working with various sources on the Internet: media literacy, copyright, information security. Ways to protect copyright on the Internet.

### TOPIC 3: DIGITAL EDUCATIONAL RESOURCES AND SOFTWARE PRODUCTS. (2 hours)

Use of digital educational resources (DER). Selection of RTR, working with electronic libraries, selection of public online courses on open educational platforms based on the needs of learners.

# CONTENT OF PRACTICAL EXERCISES
## PRACTICAL LESSON 1: DIGITAL EDUCATIONAL RESOURCES AND SOFTWARE PRODUCTS. (2 hours)

The practical training is aimed at improving the skills of using digital educational resources (DER), choosing RTR to organize training, working with electronic libraries, public education on open educational platforms based on the needs of learners. consists of choosing online courses.

## PRACTICAL LESSON 2: MULTIMEDIA AND INFOGRAPHICS CREATION OF INTERACTIVE DIDACTIC MATERIALS AND STORAGE IN CLOUD SERVICES (2 hours)

The practical training is aimed at forming the skills of using cloud services (Google, H5P, Canva, figma) in pedagogical activity and includes the following tasks: using cloud services to create infographics, video lectures and multimedia tools aimed at forming practical skills such as creating an interactive presentation, setting up animation effects, managing the presentation display using hyperlinks.

## PRACTICAL LESSON 3: DISTANCE EDUCATION VIDEO CONTENT CREATION FOR PLATFORMS (2 hours)

Practical training on creating video content for distance learning platforms: audio and video editing using online video editors (AdobePremiere Pro, Davici Resolve, FinalCut). It is aimed at forming practical skills such as recording, editing and saving videos on the chosen topic using the proposed editor.

## FROM DIGITAL TECHNOLOGIES IN ORGANIZATION USE (2 hours)

The practical training is aimed at forming practical skills in working with webinar services (Zoom, Yandex, Telemost, Google Meet, etc.) in organizing online training.

## FORMS OF TRAINING

- The following teaching methods are used for this module:

- lectures, practical training (understanding of information and technologies, development of motivation, strengthening of theoretical knowledge);

- roundtable discussions (developing the ability to make proposals, hear, perceive and draw logical conclusions regarding the solutions of the project under consideration);

- arguments and debates (developing the ability to present evidence and reasonable arguments for the solution of projects, listen and find solutions to problems).

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