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Department of Education University of Karachi

Bachelor of Education B.Ed. (Hons.) Secondary, 05 Semester Program

DTE-621 04

03

Educational Policy & Planning

Objectives:

The course will enable learners to: -

1. To acquaint students with the concept, meaning and approaches of educational planning.
2. To enable them to analyze the process of educational planning
3. To acquaint them with factors affecting educational planning and develop skills of solving problems in planning.

Course Outline:

Unit 1: Introduction

- 1.1 Meaning of Educational Planning
- 1.2 Concept of Educational Planning
- 1.3 Educational Planning Approaches and methods.
 - Social Demand Approach
 - Manpower Requirement Approach
 - Rate of Return

Unit 2: Process of Educational Planning

- 2.1 Pre-Planning and Planning
- 2.2 Planning as a consultation
- 2.3 Plan Evaluation

Unit 3: Factors Affecting Educational Planning

- 3.1 Philosophical factors
- 3.2 Sociological Factors
- 3.3 Economic Factors

Unit 4: Educational Planning in Pakistan

- 4.1 The Need & importance of Educational planning in the Present circumstances.
- 4.2 Obstacles in Educational planning
 - Population
 - Pressure groups
 - Lack of Resources
 - Unstable political situation
- 4.3 Role of Administrator in Educational Planning

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Department of Education

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DTE-612

05

03

Research Project

Objectives

After completion of this course, Student Teachers will be able to do the following:

1. Identify areas for action research
2. Develop research questions and research tools
3. Conduct action research
4. Identify different styles of referencing, citing, and presenting research work
5. Choose a relevant and appropriate methodology for research work

Course Outline

The following table can be used for meetings/milestones between Student Teachers and supervisors to keep a record of their work.

Date of Meeting (Milestone)	Discussion Points	Action to be taken	Possible feedback	Signature of supervisee/supervisor

Milestone 1

- Prepare a timeline of the project
- Identify the supervisor's role and the supervisee's responsibilities
- Plan the meeting schedule
- Discuss the schedule of conducting of research
- Discuss the meeting form as a record of research process.

Milestone 2

- Discuss getting consent and completing entry negotiations with concerned authorities ☐ Discuss data collection tools
- Consider the required data on variables such as the school, school schedule, school facilities, and information on the class, the students, the teachers, and family background.

Milestone 3

- Discuss points arising from the first research cycle and needed changes in data collection
☐ Follow up on feedback of the first cycle discuss ongoing data analysis.

Milestone 4

- Plan for the second cycle
- Review up-to-date written documents on the research process prepared by the student teachers.

Milestone 5

- Discuss data analysis and the writing process
- Present the action research project.

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DTE-622

05

03

Educational Leadership Organizational Behaviour

Course Objectives

1. Introduction to leadership
2. Dynamics of leadership
3. Leadership vs. management
4. Difference between group, team and organization
5. Importance of school leadership
6. Defining school leadership responsibilities
7. Fundamental skills for effective leadership
8. Tools and techniques to improve Leadership skills