



Course Descriptor
EDUC317 E School & Classroom Management

Proposed Academic Year	FALL 2021-22	Last Reviewed Academic Year	
Course Code	EDUC317 E	Course Title	School & Classroom Management
Credit hours	3	Level of study	Undergraduate
College / Centre	College of Arts and Humanities	Department	Education Department
Co-requisites	None	Pre-requisites	None

1. COURSE OUTLINE

This course is an English-medium course; it aims to acquaint future teachers with classroom management skills, methods, strategies, and techniques and apply them in their real teaching practices. In the light of the objectives of the educational learning process, the course also aims to raise future teachers' awareness to help school administration to carry out its administrative tasks and responsibilities, to facilitate the learning process.

2. AIMS

The course aims to:

- Familiarize students with the concept of classroom and school administration, its basics, and practices.
- Empower students with the basic skills of classroom and school administration to enable them to carry out the teaching process.
- Familiarize students with classroom and school management techniques and patterns.
- Raise students' awareness about the most important qualities that should be spread within the workplace.
- Raise students' awareness about the reality of school management in the Sultanate of Oman, highlight the challenges and propose solutions.
- Familiarize students with the recent trends in school administration.

3. LEARNING OUTCOMES, TEACHING, LEARNING and ASSESSMENT METHODS

Learning Outcomes <i>(Definitive)</i>	Teaching and Learning methods <i>(Indicative)</i>	Assessment <i>(Indicative)</i>



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Upon successful completion of this course, students will be able to:		
1. Understand the concept of classroom and school administration, its basics and practices.	<ul style="list-style-type: none"> Theoretical: lectures, Power Point Written case studies 	<ul style="list-style-type: none"> Participation Classroom discussion Presentations (PPT) Groups Teacher evaluation
2. Use and apply the basic skills of classroom and school administration to carry out the teaching process.	<ul style="list-style-type: none"> Theoretical: lectures, PowerPoint presentation, case studies (field- based) Practical: group discussions. 	<ul style="list-style-type: none"> Exam + participation Classroom discussion Presentations (PPT) Groups Teacher evaluation
3. Recognize classroom and school management techniques and patterns.	<ul style="list-style-type: none"> Theory: Lectures, PowerPoint presentation, Case Studies (written and visual/(field-based)). Practical: School visits (for boys& girls) 	<ul style="list-style-type: none"> Participation Classroom discussion Presentations Groups Teacher evaluation
4. Demonstrate an awareness about the most important qualities that should be spread within the workplace	<ul style="list-style-type: none"> Lectures PowerPoint presentation Study cases (written and visual). 	<ul style="list-style-type: none"> Participation Classroom discussion Presentations Teacher evaluation Report presentations & evaluations
5. Survey the reality of school management in the Sultanate of Oman, highlight the challenges and propose solutions	<ul style="list-style-type: none"> Theoretical: lectures, PowerPoint presentation, case studies (written, visual) 	<ul style="list-style-type: none"> Participation Classroom discussion Presentations Groups Teacher evaluation
6. Examine recent trends in school administration.	<ul style="list-style-type: none"> Lectures, PowerPoint presentation, Case Studies (written and visual). 	<ul style="list-style-type: none"> Participation Classroom discussion View tutorials Groups Teacher evaluation
	All teaching and learning methods should utilize e-	<ul style="list-style-type: none">



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	learning facilities to, further, boost the delivery of the course. Moodle has already been used in teaching and learning, since 2017. Microsoft teams has been used during the breakout of covid 19 pandemic and will continue to be used after the pandemic if online classes are scheduled.	
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4. ASSESSMENT WEIGHTING

Assessment	Percentage of final mark (%)
In class activities	10
Classroom discussion	10
Field-based case study	20
Presentation	10
Participation	10
Final Exam	40
TOTAL	100%

5. ACHIEVING A PASS

Students will achieve **3** credit hours for this course by passing **ALL** of the course assessments [*alternatively, list the compulsory pass assessments**] and achieving a **minimum overall score of 50%**

NB *Ensure that ALL learning outcomes are taken into account

6. COURSE CONTENT (Indicative)



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LECTURE TOPIC	TIME (HOURS)
1. Introduction to School And Classroom Management	3
2. School Management Tasks	3
3. Teacher's Role: Classroom Management Strategies	3
4. Administrative and Technical Skills of School Administrators	3
5. Continued: Administrative and Technical Skills Of School Administrators	3
6. Continuous Professional Development for Teachers	3
7. Recent Trends in School Management.	3
8. Continued: Recent Trends in School Management	3
9. Human Relations in School and Classroom Management.	3
10. School Management in The Sultanate Of Oman	3
11. Educational Communication in School: Its Concept, Importance and Methods	3
12. Continued: Educational Communication in School: Its Concept, Importance and Methods	3
13. School and Classroom Observations	3
14. Educational Management Practices (Case Study)	3
15. Continued: Educational Management Practices) Study Administrative Educational Cases	3
TOTAL HOURS	45
Plus RECOMMENDED INDEPENDENT STUDY HOURS	90
TOTAL COURSE HOURS	135

7. RECOMMENDED READING

Core text/s:

Cangelosi, J.S. (2004). Classroom Management Strategies: Gaining and Maintaining Student's Cooperation.

Hoboken, NJ: Wiley/Jossey-Bass Education

Bosher, W.C., Kaminski, K.R., Vacca, R.S. (2004) . The School Law Handbook: What Every



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Leader Needs to Know. Alexandria, VA: Association for Supervision and Curriculum
Beers.B. (2006). Learning-Driven Schools: A Practical Guide for Teachers and Principals. ASCD,
ISBN-10: 1416603468, **ISBN-13:** 978-1416603467

Library + online resources: