

Bilkent University
Graduate School of Education

TE 576 Teaching Practice in Computer Teaching
Fall semester: 2010-2011 Syllabus

Credits : 5

ECTS Credits : 10

Name of Lecturer : Instructor Serpil Tuti Sari

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Office Hours: Tuesday 15:00 - 16:00

*Lecture hours, Date, and Place: 13:40-15:30, Wednesday, G254

*School Experience Activities, 08:30 – 16:00, Tuesday and Thursday,
Date, and Place: at IDV Bilkent Schools and METU Schools

I. Catalog Entry of Course:

Students spend an extended period in a school, under the supervision of their school mentor and faculty supervisor. Students become members of the school for this period. They work with teachers, they attend meetings and extra-curricular activities, they observe lessons, and teach full lessons computer department. The course includes tutorials and seminars which both assist students in the planning and evaluation of their school work and allows them to share experience.

II. Course Description:

Students teach full lessons in computing. The course includes a weekly seminar which allows students to share experiences and plan their work in school in consultation with their supervisor.

III. Overview Activities and Weekly Schedule

Week and Date	Topics & Activities
Week 1 21-22-23 September Tuesday (Teaching Practice) Wednesday (Lecture hours) Thursday (Teaching Practice)	Introduction to Teaching Practice
Week 2 28-29-30 September Tuesday (Teaching Practice) Wednesday (Lecture hours) Thursday (Teaching Practice)	Information and discussion on procedures, documents and timetables Clarification of roles and expectations
Week 3 5-6-7 October Tuesday (Teaching Practice) Wednesday (Lecture hours) Thursday (Teaching Practice)	Work on timetables
Week 4 12-13-14 October Tuesday (Teaching Practice) Wednesday (Lecture hours) Thursday (Teaching Practice)	Work on professional portfolio and CVs
Week 5 19-20-21 October Tuesday (Teaching Practice) Wednesday (Lecture hours) Thursday (Teaching Practice)	Work on professional portfolio and CVs
Week 6 26 – 28 October Tuesday (Teaching Practice) Wednesday (Lecture hours) Thursday (Teaching Practice)	Supported self study: planning and reading tasks
Week 7 2-3-4 November Tuesday (Teaching Practice) Wednesday (Lecture hours) Thursday (Teaching Practice)	Supported self study: planning and reading tasks
Week 8 9-10-11 November Tuesday (Teaching Practice) Wednesday (Lecture hours) Thursday (Teaching Practice)	Feedback and reflection on school work Revise classroom management, group work
Week 9 23-24-25 November Tuesday (Teaching Practice) Wednesday (Lecture hours) Thursday (Teaching Practice)	Feedback and reflection on school work Revise use of textbooks, worksheets
Week 10 30 November, 1-2 December Tuesday (Teaching Practice) Wednesday (Lecture hours) Thursday (Teaching Practice)	Feedback and reflection on school work Revise marking, setting quizzes, and tests
Week 11 7-8-9 December Tuesday (Teaching Practice)	Feedback and reflection on school work Reconsider the school as an organization and in the

Wednesday (Lecture hours) Thursday (Teaching Practice)	community
Week 12 14-15-16 December Tuesday (Teaching Practice) Wednesday (Lecture hours) Thursday (Teaching Practice)	Feedback and reflection on school work Formative assessment and record keeping
Week 13 21-22-23 December Tuesday (Teaching Practice) Wednesday (Lecture hours) Thursday (Teaching Practice)	Feedback and reflection on school work Evaluation of Teaching Practice
Week 14 28-29-30 December Tuesday (Teaching Practice) Wednesday (Lecture hours) Thursday (Teaching Practice)	Submission of activity file, and course evaluation

IV. Assessment

Teaching Practice File : The school file includes weekly reviews, lesson plans, reflection sheets, materials, observer feedback sheets, and all other relevant materials and documentation. Successful completion of all teaching related activities at school.

Seminar : Attendance and participation

Participation in seminar

1. Attendance and punctuality

Each absence without a medical report -1%

A two hour session is -2

A one-hour session is -1

(Reminder that more than the equivalent of 3 weeks absence (even with medical reports)= Fail)

Each time "**Late**" -1/2

(‘Late’ means after the lesson has started)

2. Participation and attitude in class. Do you actively participate in a polite and agreeable manner, as assessed by the instructor or mentor?

A student who participates well does the following

- ✓ Comes prepared for class: homework tasks complete, materials available
- ✓ Listens: actively, eyes on speaker, non-verbal signs of attention, does not chat to friends
- ✓ Responds: answer questions, responds when class asked for opinion
- ✓ Contributes: makes voluntary contributions to discussion. Contributions are relevant
- ✓ Evaluates self: changes behavior based on feedback (from students or instructor)
- ✓ Joins in activities with energy and enthusiasm, initiates rather than sits and waits
- ✓ Writes: records the lesson and own reflections during class, and later as necessary
- ✓ Assists the lesson: helps communication, finds solutions, helps in the running of the lesson

V. Requirements

School file : Weekly reviews, mentor-meeting forms, lessons plans, reflection sheets, materials, observer feedback sheets, and all other relevant materials and documentation.

Seminar : Attendance and participation.

Teaching : Successful completion of all teaching and teaching – related activities at school.

VI. Course books:

In Faculty – School Partnership and School Experience, 1998, YÖK, Ankara.