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| логотип | **MINISTRY OF EDUCATION AND SCIENCE OF THE REPUBLIC OF KAZAKHSTAN**  **ABAI KAZAKH NATIONAL PEDAGOGICAL UNIVERSITY** |

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| Agreed  Institute Chairman of the Council  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (name of the Institute)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (full name)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (signed) "\_\_\_\_"\_\_\_\_\_\_\_\_\_\_\_\_201\_\_\_у | Approved  Head of the Department  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (name of the department)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (full name)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (signed) "\_\_\_\_"\_\_\_\_\_\_\_\_\_\_\_\_201\_\_\_y |

**EDUCATIONAL AND METHODICAL COMPLEX OF DISCIPLINE**  
  
«\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_»

(name of the discipline)  
  \_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(pressmark) (name of the specialty)

**Almaty, 2018**

Educational-methodical complex of discipline is made on the basis of:

* State compulsory standard of higher and postgraduate education approved by the Decree of the Government of the Republic of Kazakhstan "dated August 23, 2012 No. 1080, effective from September 1, 2013 and approved by the Decree of the Government of the Republic of Kazakhstan dated May 13, 2016 No. 292" On Amendments and Additions in the Decree of the Government of the Republic of Kazakhstan on August 23, 2012 No. 1080 "On approval of state compulsory education standards for appropriate levels of education";
* Model program of the discipline "\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_", approved by "\_\_\_" \_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_\_ y, by the order of the Ministry of Education and Science of the Republic of Kazakhstan № \_\_\_ on "\_\_\_" \_\_\_\_\_\_\_20\_\_\_ (for the disciplines of the obligatory component of the SCSE);
* Work curriculum on the specialty "code-name of the specialty", approved "\_\_" \_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_y.

**Compilers:**

Position full name

«\_\_\_\_» \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 201\_\_ y.

**CONTENT DESCRIPTION  
EDUCATIONAL-METHODICAL COMPLEX OF DISCIPLINE**

|  |  |  |
| --- | --- | --- |
| № | Name of documentation | pages |
| 1. | **Syllabus:** 1. Information about the discipline 2. Brief description of the discipline 3. The calendar-thematic plan 4. . Instructional card of educational and methodological provision  5. Evaluation criteria and recommendations for ongoing monitoring of knowledge |  |
| 2. | **Theses of lectures** |  |

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| **логотип** | **1. SYLLABUS DISCIPLINES FOR STUDENTS** |

1. **Information about the discipline**  
   Name of the discipline\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
   Amount of credits\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
   Course, semester \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
   Code and name of the specialty \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
   Institute \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chair \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Degree, title, position, name of the teacher \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Contact information (phone, e-mai) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. Brief description of the discipline.**  The purpose of the discipline ... is ...  
The main objectives of the discipline "...." Are the formation of trainees along with key competencies, special competencies;  
- knowledge and understanding ...;  
- application of knowledge and understanding ...;  
-formation of judgments ...;  
-personal abilities ...;

**3. Calendar-thematic plan.**

|  |  |  |  |  |  |  |  |
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| № | Themes of the discipline | weeks | classroom training | | Type of task (description) | | Total (h.) |
| Lectures (h.) | Practical/seminars/lab/ student (h.) | SWST | SWS |
| 1 | № 1 Lecture (The theme of the lecture) | 1 | 1 |  |  |  | 1 |
| Themes of seminars to № 1 lecture)  1.1  1.2 |  |  | 2 |  |  |  |
| Themes of SWST to №1 lecture: |  |  |  | 3 |  |  |
| 1.1 |  |  |  |  |  |  |
| 1.2 |  |  |  |  |  |  |
| 1.3. and so on. |  |  |  |  |  |  |
| Themes of SWS to №1 lecture: |  |  |  |  | 3 |  |
| 1.1 |  |  |  |  |  |  |
| 1.2 |  |  |  |  |  |  |
| 1..3 and so on. |  |  |  |  |  |  |
| 2 | №2 lecture and so on. |  |  |  |  |  |  |
|  | TOTAL | 15 | 15 | 30 | 45 | 45 | 135 |

(The volume of hours is given for 3 credits)

**4. Instructional card of educational and methodological provisio**

Speciality \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(pressmark) (name of the specialty)

name of the discipline «\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_»

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| № | Lecture Numbers | Main literature  (author, title, year of publication, page on the studied section) | Additional literature and Internet sources | Other resources if necessary  (software, presentations,manuals, etc.) |
|  | Lecture №1 |  |  |  |
|  | Lecture №2 |  |  |  |
|  | Lecture №3 |  |  |  |
|  | Lecture №4 |  |  |  |
|  | Lecture №5 |  |  |  |
|  | and so on |  |  |  |
|  |  |  |  |  |

Tutor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature

**5. Evaluation criteria**

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| The form of certification | Types of control | The proportion of the total, max in % |
| Midterm  control №1 | Attendance | 5 |
| Current control (practical, seminars., lab. and classroom lessons) | 50 |
| Control of independent work (SWST,SWS) | 30 |
| Mid-term test (Colloquium, examination, presentation and so on) | 15 |
| Midterm  control №2 | Attendance | 5 |
| Current control (practical, seminars., lab. and classroom lessons) | 50 |
| Control of independent work (SWST,SWS) | 30 |
| Mid-term test (Colloquium, examination, presentation and so on) | 15 |
| Final control | Examination | 100 |

**Recommendations for the current control of knowledge**

The provisions of the following regulatory documents MES RK:

1.Model rules for the ongoing monitoring of progress, interim and final attestation of students in higher educational institutions (order of the Minister of education and science of the Republic of Kazakhstan on November 1, 2010 № 506 (here in after –the Rules);

2. The state compulsory standard of education of the Republic of Kazakhstan

5.03.006-2006 "Educational System of the Republic of Kazakhstan. Control and assessment of knowledge in higher educational institutions. Basic provisions" (here in after – the SES of Kazakhstan 5.03.006-2006 ).

The rating system is based on the counting of points earned by the student for all types of educational work (lectures, work on practical, laboratory researches, and performance of examinations, model calculations, etc.).

Monitoring of progress of students is the systematic checking of knowledge of students, conducted by a teacher during classroom and extracurricular activities scheduled during the academic period.

(Rules, p. 5)

Assessing the current control (rating of admission) develops estimates of current control in the classroom and assessments of midterm control (extracurricular activities) (Rule p. 6)

Midterm control is carried out at least two times during one academic period within the same academic discipline (Rules, p. 11.)

A log of attendance and progress of students is filled in by the teacher, leading classes.

The curriculum of discipline are determined by different types of current control of progress of students: oral poll, written work control, combined control, presentation of homework, discussion, trainings, round tables, case - study, etc. (standard of Republic of Kazakhstan 5.03.006-2006, p.5.4).

Course works, calculation and graphical and other types of work provided by the curriculum, must be protected prior to the examination session and serve as admission to the examination of the discipline. Evaluation of these types of activities are necessarily should be taken into account when calculating a rating of the admission (i.e., summing rating control) of the discipline (SCSE RK 5.03.006-2006, p.5.5.).

When the current control of academic performance academic achievements of students are assessed on a 100 - point scale for each completed task (answer on current employment, submission of homework, independent work of the student (here in after - SWS), (midterm) and final result of the current control of progress is applied to calculate the arithmetic mean value of all grades received during the academic period (Rules, p. 7).

Based on the above, on the Log of attendance and academic performance on all types of current control of students score:

- 0-if the job is not completed;

- 49 (F) if the job is done "Unsatisfactory":

-from 50 to 100 (from D-to A) depending on the completeness and accuracy of the oral (written) answer /completed tasks.

During the semester the Syllabus of the discipline should be provided for homework tasks, SWS, specifying the terms for their submission for verification (e.g., third week, fifth week, etc.) and grading in the Log.

Assessment of midterm control of knowledge, which is held in the form of control work, Colloquium, test, etc. outside of class time should be no more than 15%.

When visiting a student training, carrying out studies on the subject, but the lack of class in decisive control of knowledge, the work during the period from the 1st to the 8th week (9th-15 points) may not be 0. In this case, the final result of current control of progress is the sum of the obtained current estimates minus the share of evaluation of boundary control.

In the Log of attendance and achievement the final result of ongoing monitoring of progress exhibited at the 8th and 15th weeks of the semester in a separate column as the arithmetic mean of all grades obtained for the relevant period of study, including the assessment of the protection calculation and graphical, term papers, syllabus.

100% attendance of student activities, at the discretion of the teacher, it can be estimated by adding additional bonuses. For such cases, the Log of attendance and progress there is a separate graph. Also, the teacher may encourage the student with additional points for activity in seminar/ practical classes. So, the final result of current control of progress, shown in the graph of MC-1/MC-2, can be upgraded with additional bonuses/points.

Log of attendance and progress assessment of a rating of the admission to intermediate certification (exam) will be billed as a separate item (Average score MC-1, MC-2) as the arithmetic average of the estimates of the 2 semester control, which should be more than 50 %.

Monitoring of progress of students of the correspondence form of training is carried out both before and during educational and examination session, which is conducted in accordance with the academic calendar.

The student of distance learning before the training and examination session, losing all kinds of control and calculation and graphic works, course works (projects), and certain types of homework activities, SWS, boundary control in accordance with the curriculum of discipline (Rules, p. 9).

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| **логотип** | **2. Thesis of lectures** |

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| № WEEK | Title of the lecture and abstracts | Volume in hours |
| Lecture № 1 | Considered problematic issues (schedule of lectures):  1.  2.  3.  The summary of this lecture:  Test tasks and questions for current, boundary and intermediate control to this lecture |  |
| Lecture № 2 | Considered problematic issues (schedule of lectures):  1.  2.  3.  The summary of this lecture:  Test tasks and questions for current, boundary and intermediate control to this lecture |  |