
METHODOLOGY FOR PREPARING DIDACTIC MATERIALS FOR TRAINING IN SPECIAL SUBJECTS

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Annotation

The article analyzes the data on the methodology for preparing didactic materials for training in special disciplines.

Keywords: educational tool, printing, technical, model, audio visual, whiteboard, pinboard, interactive whiteboard, presentation, slides.

Introduction

The main goals of using didactic materials in the educational process are to determine the degree of occupancy of educational materials by students, to create an opportunity for students to independently study subjects.

Educational tools are said to be a complex of tools that serve to convey the learning material to the minds of students. According to the characteristics of educational tools, it can be divided into 3 types: printing, technical and real tools.

Educational tools by characteristics can be divided into text tools; image tools; audiovisual tools; auxiliary (equipment) tools; model tools; real tools.

To obtain information and process

- special literature (textbook, teaching aids)
- lecture texts
- rolling materials
- examination and control sheets of paper (to give rise to a general picture)
- photo sessions
- sketch, drawing, schemes
- notes, tables, symbols
- placards

In theoretical classes, educators mainly use text and auxiliary tools, for example, textbooks and handouts, and technical tools.

In practical training, they use more pictorial and realistic tools, namely sketches, drawings, tools. Sound and sound (audio), as well as audiovisual tools that shape pictorial representations, give rise to comprehensive realistic perceptions of processes and tasks.

The Main Part

Auxiliary tools allow you to record and save images and texts in contrast to this. They are board, flipchart, pinboard board, codoscope, video projector, etc. Real objects belonging to the field of work, that is, products, tools, etc., can be used as a teaching tool if they have a didactic function during class. When using educational tools, it is important to choose them according to a specific purpose, intended Group, Special Field and methods.

In addition, the educator must know how to use educational and visual tools and use them in a purposeful and rational way.

It should be able to solve technical problems that arise when using technical means. In the educational process, the use of technical means occupies a very important place. With these tools, it is possible to conduct training in such a way that it meets modern requirements, as well as to be widely used in attracting the attention of educators. Technical tools help visualize data, allowing you to record and save the necessary images and texts.

Educators develop visual tools themselves, such as Whiteboard images, flipchart images, and codoscope slides. Therefore, it is necessary to take into account the rules for using such tools, their advantages and disadvantages. The following materials provide guidance on the use of technical tools such as chalk whiteboard, flipchart, codoscope, pinboard whiteboard, and video projector.

A chalk board should be considered the oldest, cheaper and more used tool compared to others. For many years now, it has been considered a technical tool used in theoretical and practical lessons. In today's world of televisions and computers, the whiteboard is the most reliable and more widely used educational tool in the classroom. It is also necessary to plan the use of the board. To do this, a draft variant is developed on paper, planning in order the text and drawings that will be written on the board on the subject to be passed.

Basic Rules for using a board

- Preparing all auxiliary tools in advance
- * Write to the board clearly and without orthographic errors



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- Uniform distribution of text or drawing intervals
- Use of colored boards in a position that meets didactic requirements
- Always maintaining "eye contact" with learners
- * Speaking only towards all learners, not to one side
- * Checking the results of mastering
- * Helpers with special attention to information that is important

focusing using

Advantages of the board:

- * low cost;
- * ease of presentation of data;
- use to record;
- possible use to explain key points;
- that drawings and graphs can be drawn;
- use to attract attention.

Flipchart - despite the fact that it is very similar to the board, there are also many differences. The most basic convenience of flipchart is the fact that there is an opportunity to write without deleting text, that is, there is no need to delete notes written from a lack of space, it is required that there is only enough paper. Thus, all feedback can be saved, even after a few days it is possible to hang this paper again and continue the discussion. Another convenience of flipchart is the possibility of gluing all sheets of paper one after another to the wall or board in the classroom. There is no other chance equal to this of seeing, comparing and preserving the results of the work of the whole group at the same time.

For what purpose flipchart is used?

- to preserve the results of group debates and use them in future events;
- to indicate the steps of the process;
- to organize the presentation;
- to highlight key parts on different issues.

Advantages of flipchart:

- that the flipchart can be moved to the desired location;
- * ease of use;
- can be used for presentation;
- the fact that the information contained in it can be used repeatedly at the right time, keeping the leaflets;
- * ability to use different color markers;

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- that it can be used to attract the attention of students.

The codoscope requires a surface (screen), as well as film-slides. The codoscope provides the highest level of presentation opportunity for the educator. The learning process cannot be imagined without this tool. The main convenience is that slides can be prepared professionally on a computer or also manually. They can be used at any time and transferred to another place when the job changes. But not only the quality of the codoscope (the power of light) is important, but also the quality of the developed slides.

The following materials will be needed to prepare the slides:

- acetic paper-clear paper made of artificial fiber;
- slides that can be copied, have a separate coating;
- flomasters for writing on slides
- alcohol for cleaning slides;
- symbolic instruments (templates, a drawing of a scroll:
- that the codoscope can be moved elsewhere;
- * ease of use;
- * slides can be made manually, using photo and a computer;
- the fact that slides are visible to a large group;
- can be prepared once and used several times;
- Color Image applicability;
- that the educator always maintains "eye contact" with the learners possible.

"Pinboard" is an English word meaning (pin-fastening, board-board) fastening to the board.

As a rule, wrapping paper is pulled over the pinboard board and requires cards of different colors and shapes as additional necessary material. They are fastened to the pinboard board with needles. After finishing work, the cards can be glued to wrapping paper and applied to them for the next events. Cards are written with special colored felt-tip pens or markers. This tool mainly plays an important role in meetings, since with this tool it is possible to make decisions, problem Development and Group debate management visual.

Advantages of a pinboard board:

- that the pinboard board can be moved;
- * ability to strengthen data to the board;
- * ability to group cards;

- the possibility of using different colored paper.

Interactive whiteboard. Another achievement of modern computer technology is that, while it is free to use the internet system, the second is that it is able to connect videoconferences with interactive whiteboards, information on simple marker boards. Interactive whiteboards, which are being developed on the basis of SMART technology, are pushing the comfort of its users. That is, the number of dots along the screen is placed in the form of 2,000*2,000, which makes all the possibilities of the image being projected inappropriate, being able to make high images with a two-layer set in the form of a large screen. Interactive whiteboards are in turn produced in two different ways: straight and reverse projection.

One of the main ones of the advanced information technologies used in the field of education is interactive electronic whiteboards. These miracle whiteboards are at the peak of the development of modern technologies. They look like simple marker boards, in which every text being written, graphic appearance, drawing, table, etc., appear on a fast computer screen in minutes.

– The main advantages of electronic boards are as follows:

- * width of data Editing scope;
- * copy results, send by email •availability of storage options;
- the width of the possibility of using text, sound, animation, graphics together; the moment * is manifested in the possibility of creating a virtual audience.

The recorded data is stored in the form of a file and can be printed on a regular printer. Text and graphic views written on an interactive electronic board can be formed with color markers, and copies printed in cases where the printer is colored can also be colored. The use of colors allows you to separate data and receive it effectively. Interactive electronic whiteboards are an excellent tool for mental attacks. The information written in it is not only stored in memory during the discussion period, but also makes it possible to restore it in series. Together with these boards, the software offered allows you to hold seminars in several cities, places at the same time and significantly expand the audience geographically. It can be displayed on the big screen so that the audience of the workshop can read the information transmitted on their monitors or discuss it without a team. The touch electronic whiteboard is a large in size sensor screen that can recall various user interfaces using markers. They are combined with high-tech capabilities in classic presentations, creating conditions for the use of all possibilities.



Multimedia projectors connected to interactive electronic boards create conditions for working in a multimedia environment, for displaying information over the internet, in a presentation type with a tape recorder, comp, DVDs, flash memory or camcorders. In order to display on a computer all the sequences of information written on interactive electronic boards, capabilities have been developed in the software, such demonstrations can be carried out both correctly and in reverse.

Recommendations for the preparation of handout materials: do not give too much handout materials to one subject educational person; write headings in initials, code them if two handout materials are needed for one session, making them easier to distinguish; the text font should not be less than 12; more than 80 characters per page (letter, bracket, exclamation mark, etc.).k.) do not use; texts should be understandable, short and simple; sheet design should attract attention.

Recommendations for making slides:

state your opinion clearly and succinctly when composing a sentence;

ensure the sequence of data;

use the Telegraph method when making a slide; do not include confusing phrases;

an excess of data can lead to mental strain on learners;

vocabulary on each slide should not exceed 7-8 rows;

selection of slide colors – the use of light colors in Slide preparation;

using dark colors on the slide background;

using dark colors on the slide record;

using dark blue and green in place of black;

not to use dark colors in large volumes;

taking into account the fact that colors of a tone negatively affect the mood of the participants;

using red only to emphasize some element;

slide preparation errors-irregular placement of a lot of data;

applying dirt slide (fingerprints); writing in very small letters; not using images in presentation; lack of harmony.

Results and Discussions

The main purpose of the presentation is to collect attention, interest, convince.

The role of the presenter is to prepare for the topic; to be able to reach the audience; to be able to properly use educational tools. Through the use of the

presentation in the educational process, exhibitionism, saving time, increasing motivation, systematicity, an effective result are achieved. When conducting a presentation, the following rules are observed: let the culture of dressing be good, start and complete the presentation in a good mood, let the speech (spoken method, rhetoric) be fluent, expressed by actions (gesticulation), follow the distribution of time, do not lose visual contact with the audience, keep yourself confident and free; movements are one-stop and your hands are free at the front, do not stand still at the time of presentation, talk towards the audience, do not stand with your back to the audience, direct the attention of those in the audience to exhibitions, do not give too much information, repeat important information, try to conduct a bafurja, do not block the screen; to give an example and compare, —more than me —we use the word, to comment when changing slides, speech rules, fluent language melody ,speech tempo (changing the voice on high and low curtains), to speak towards the audience; the complete pronunciation of verbal syllables is prohibited in the conduct of the presentation: loss of visual contact with the audience; compliance with the likes of being in an indecent form, irritability, excessive, vain actions.

Also, when using technical means when conducting a presentation, it is advisable to use the following rules: checking the room conditions and the setting of technical means; constantly standing ready for technical failures; checking the fall of the image on the screen; removing equipment that interferes with the work of the projector; using programs designed for presentation, purposefully directing the attention of the audience

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