**MODULE/COURSE HANDBOOK**

| [Internship-Teaching Practice] |
| --- |
| **Module/Course Title**Internship-School Management | **Student Workload**2 Credits x 16 meetings x 170 /60 = 90, 6 hours/Semester | **Credits (ECTS)**4 Credits x 1.59 = 6,36 ECTS | **Semester**Year 4/1 | **Frequency**16 meetings (include Mid-term Exam and Final Exam) | **Duration**16 meetings |
| 1 | **Type of course**Compulsory | **Contact hours**50/170 x 28,48 x (0 Credits x 1.59) = 0,0**Structured Assignment**60/170 x 28,48 x (0 Credits x 1.59) = 0,0 | **Independent study**60/170 x 28,48 x (0 Credits x 1.59) = 0,0**Practice**181,1 | **Class size**40 students |
| 2 | **Prequisites for participation (if applicable)**None |
| 3 | Learning outcomes (PLO+CLO)**PLO:**1. Possess leadership, managerial, and networking skills in the holistic and integrative organization of early childhood education. (GC 2)
2. Mastering pedagogical skills in early childhood education.. (SC 2)

**CLO:**1. Capable of practicing teaching in early childhood education institutions
2. Address issues in classroom learning
 |
| 4 | **Subject aims/content** Reviewing practical knowledge about the understanding, principles, procedures, and functions of program development management in Early Childhood Education services, including daycare centers, playgroups, and kindergartens.Content: In this course, it is expected that students will be able to analyze the condition of schools according to the concepts and theories of school management, including the analysis of the school's vision, mission, and objectives, management of students and educational staff, curriculum management, facility and infrastructure management, financing management, administrative management and information systems, and school-community relations management. |
| 5 | **Teaching methods**PjBL |
| 6 | **Assessment methods**Product (Pr) |
| 7 | **This module is used in the following study program/s as well**None |
| 8 | **Module Coordinator**Prof. Dr. Rachma Hasibuan, M.Kes |
| 9 | **Reference** 1. Mulyasa. 2012. Manajemen PAUD. Bandung: Remaja Rosdakarya
2. Barnawi,. Wiyani, Novan Ardy. 2012. Format PAUD. Jogjakarta: Ar Ruz Media
3. Fadlillah, Muhammad. 2012. Desain Pembelajaran PAUD. Jogjakarta: Ar Ruz Media
4. Arikunto, Suharsimi. 1992. Pengelolaan Kelas dan Siswa Sebuah Pendekatan Evaluatif. Jakarta: Rajawali
5. Direktorat PAUD, Ditjen PLS. 2006. Pedoman Teknis Penyelenggaraan Kelompok Bermain. Jakarta: Depdiknas
6. Carrol, Ja. 1991. Centers For Early Learners Throughout the Year. Chartage: Good Apple
7. Coughlin, at al. 1992. Menciptakan Kelas yang Berpusat pada Anak.
8. Padmonodewo, Soemiarti. 2002. Pendidikan Anak Prasekolah. Jakarta: Rieneka Cipta
9. Jamaris, Martini. 2003. PerkembangandanPengembanganAnakUsia TK. Jakarta: PPS UNJ
10. Ibrahim, R. Syaodih. 2003. Perencanaan Pengajaran. Jakarta: Rieneka Cipta
 |