DIGITAL MANAGEMENT OF GENERAL SECONDARY EDUCATION INSTITUTIONS

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ABSTRACT

The article highlights the relevance of digital technologies in the management of educational institutions in modern Uzbekistan, its content and essence, mechanisms and ways of using digital technologies in the management of educational institutions.

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Enter. Forming a continuous education system in the Republic of Uzbekistan using digital technologies and managing it based on new innovative ideas is one of the requirements of the present time. In fulfilling these requirements, it is necessary to manage the education and training process in accordance with the normative documents of the Republic, orders of the Ministry and the Law on Education.

With the Decree of the President of the Republic of Uzbekistan dated January 28, 2022 No. 60 "On the development strategy

of the new Uzbekistan for 2022-2026" on creating the necessary conditions for the decent living of our people, the creation of creative work of our citizens and the realization of their potential, 2022 - Comprehensive measures for the implementation of the development strategy of New Uzbekistan for 2026 are being implemented [1].

Currently, many teaching technologies and trainings aimed at activating the learning activities of students are widely used in educational processes. Including: problem-based learning, cooperative learning, projects, cases, various games representing work, training, organization of debates (point of view, talk shows), etc. [2].

The use of digital technologies in the management of the world is rapidly penetrating all sectors. Including this, the President of the Republic of Uzbekistan Sh. Mirziyoyev has repeatedly emphasized the further development and mechanization of the educational system of the Republic of Uzbekistan.

Today, extensive work is underway on the use and implementation of digital technologies in the strategic management of the education sector [3].

Acquiring skills and literacy in the rational and reflexive use of global and distributed information from the mechanisms of using digital technologies in the management of educational institutions allows to achieve competence and skills.

Literature analysis and methods. Political, philosophical, analysis and synthesis of the problem in the research process;

comparative and critical study and analysis of management, sociological, psychological, pedagogical literature in education;

educational technology, modular schemes, sociometric methods (questionnaire, interview, conversation); pedagogical experiment; methods of mathematical and statistical analysis of the results were used.

Level of study of the problem. It was researched by the scientists of

our country U. Inoyatov, A. Khojayev and others. It was expressed in the scientific works of Russian scientists Manko Sergey Alekseevich, Plakhova Lyubov Mironovna, Nashemuk Angela Vladimirovna, Korovkin Dmitry Vyacheslavovich, Pogrebnyak Lyubov Pavlovna and others.

Working with digital technologies requires a reflexive and critical, yet inquisitive, open and forward-looking approach to their development. The technologies we identified stimulate students' interest in educational activities, develop their logical and creative thinking and digital competence. The presented digital technologies fully fulfill the tasks that serve to make vocational education specialists competitive in the labor market. According to the results of a survey of teachers and students, the main shortcomings in the digitization of the educational process were identified. In particular, it is confirmed that students are not sufficiently prepared to use digital technologies in self-education. It is clarified that the low level of

digitization is due to insufficient methodical support and incorrect description of the ways of using such technologies in special didactic situations. As noted, the rapid development of digital technologies and their widespread use in educational activities are the basis for an optimistic forecast of rapid digitalization in higher education institutions in the coming years.

Result and scientific innovation. Scientific innovations expected to improve the mechanisms of using digital technologies in the management of general secondary educational institutions:

1. It is based on the fact that the development of mechanisms for the use of digital technologies in the management of general secondary educational institutions is an urgent pedagogical problem.

2. The current state of the process of using digital technologies in the management of general secondary educational institutions and advanced foreign experiences in this field are analyzed.

3. Development of methods, ways, methods and mechanisms of using digital technologies in the management of general secondary educational institutions.

4. Experimental work on the use of digital technologies in the management of general secondary educational institutions is analyzed and its level of effectiveness is determined.

5. Development of theoretical rules, methodology and practical tools for managing the digital transformation of the socio-economic sphere;

6. Basing on the creation and development of digital platforms.

In the process of developing mechanisms for using digital technologies in the management of general secondary educational institutions, the following tasks are solved:

• review of information systems and technologies at different levels of management of general secondary educational institutions;

• development of learned methods of working with information systems and technologies of general secondary educational institutions and the ability to make independent decisions;

• to develop the ability to make independent decisions on the introduction of certain information technologies for the purposes of management of general secondary educational institutions.

In this article, we argue that we need to bridge the gap between the development of mechanisms for the use of digital technologies in the management of general secondary education institutions, the hope and confidence of digital technology-based school changes, and the actual state of technology use in teaching.

The development of mechanisms for the use of digital technologies in the management of general secondary educational institutions and the creation of a methodology for its use is a combination of a competent approach.

The need to use digital technologies in the management of general secondary education institutions is as follows:

• training based on network programming algorithm modules to provide educational materials and modern information technologies in the management of general secondary educational institutions;

• development of principles of formation of platforms and use of modern software technologies in the management of general secondary educational institutions;

• provision of educational technologies in the management of general secondary educational institutions and development of methodology for test monitoring procedures and software.

Discussion. Management (Eng. management — management, organization) — special management activity; management science. The state of management affects the internal efficiency, the level of technique and technology, and the quality of the workforce. The content of the science of management is the interaction between the management system and the management object, and its main task is to study the modern methods of management, the secrets of the art of management. Management is the process of selection, decision-making and monitoring of its implementation. Its main goal is to train highly qualified managers who can work at all levels in the conditions of market relations [4].

The meaning of these terms is explained in the National Encyclopedia of Uzbekistan, the explanatory dictionary of the Uzbek language and used in the theoretical part of the work. The concept of "management" has firmly entered our lives and has become common for Uzbek work-related activities. But it should be taken into account that we are talking about a new philosophy, in which new systems of values and priorities will be implemented.

In this regard, it is necessary to dwell in more detail on the meaning of the term "management". Some

authors consider the Uzbek word "management" and English "management" to be synonyms. In fact, their content is somewhat different. Using the term "management" we follow the established trend in international practice, according to which a completely certain range of events and processes is envisaged under it. In fact, the term "management" is a satisfactory substitute for the term "management", because in the latter case it is about the management of socio-economic processes within the framework of a modern organization [5], as reflected in the textbook "Management" by Uzbek scientists N.K. Yoldoshev and G.E. Zakhidov.

Management is a set of activities aimed at making decisions on the basis of regulatory documents, organizing and controlling the managed object in accordance with the established purpose, regulation, analysis and summarization of results based on reliable data. Control system objects can be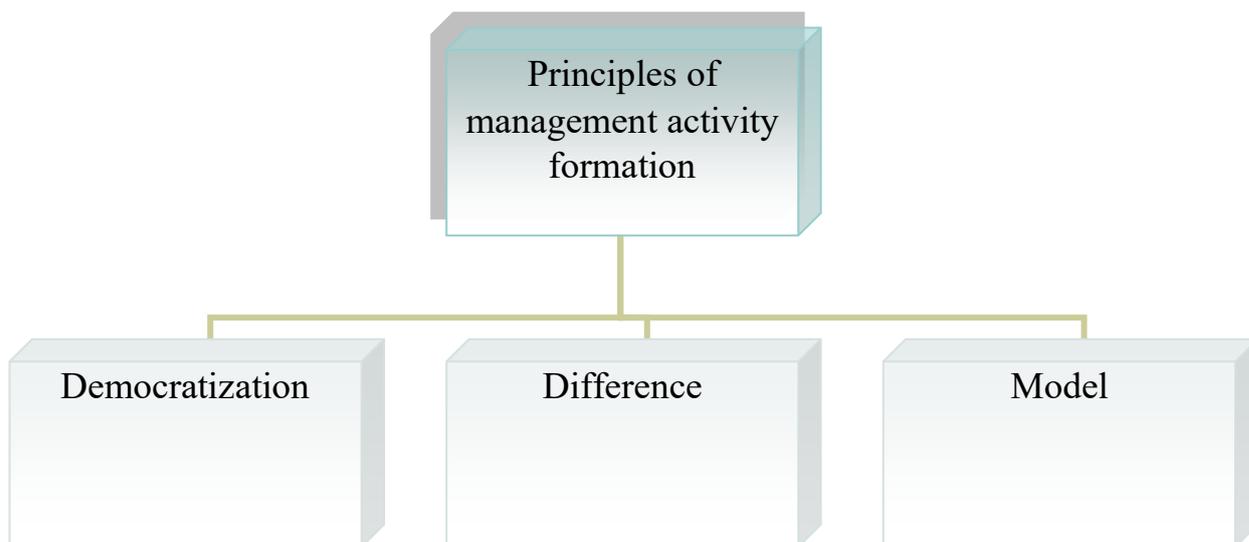 biological, technical and social systems. One of the types of social systems is the educational system operating at the level of the country, region, city and district. In this case, the object and subjects of the educational system management are the Ministry of preschool and school education, regional, city or district educational agencies and departments.

As a social system, a specific educational institution (administration, department, school, etc.) operates as an object of management. Here we can talk about the management system of the educational institution and its separate components, which work as a more general system, that is, school education systems. We can see the school board, school administration, class system, educational work system and career guidance systems of general secondary education institutions. In recent years, significant democratization, digitization and decentralization of education management have been carried out. To solve many issues, the "Ministry of Preschool and School

Education" has the authority to control the activities of preschool education organizations and public educational institutions, as well as several institutes.

It should be noted that if the educational institution is managed using digital technologies, continuous education is a set of actions aimed at organizing the process in an established order and the transfer of

the management system of the educational institution to a qualitatively new format, that is, to a digital state. When we talk about the set of actions, we mean the set of actions of the leaders of the educational organization and school teachers. This process can be best implemented using a management model based on the basic principles of management activity formation [6].

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          ┌─────────────────────┐
          │    Principles of     │
          │ management activity  │
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│Democratization│ │Difference│ │  Model  │
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The implementation of digital educational technologies at all levels of management opens wide perspectives, from the management of an educational institution to the management of the educational process. Having information, processing it and delivering it to the recipient, in particular to the

participants of the educational process, is a condition for effective management and, as a result, obtaining and using qualitatively new pedagogical technologies. According to a number of authors, the use of information technologies in the management of the educational process helped to improve the quality
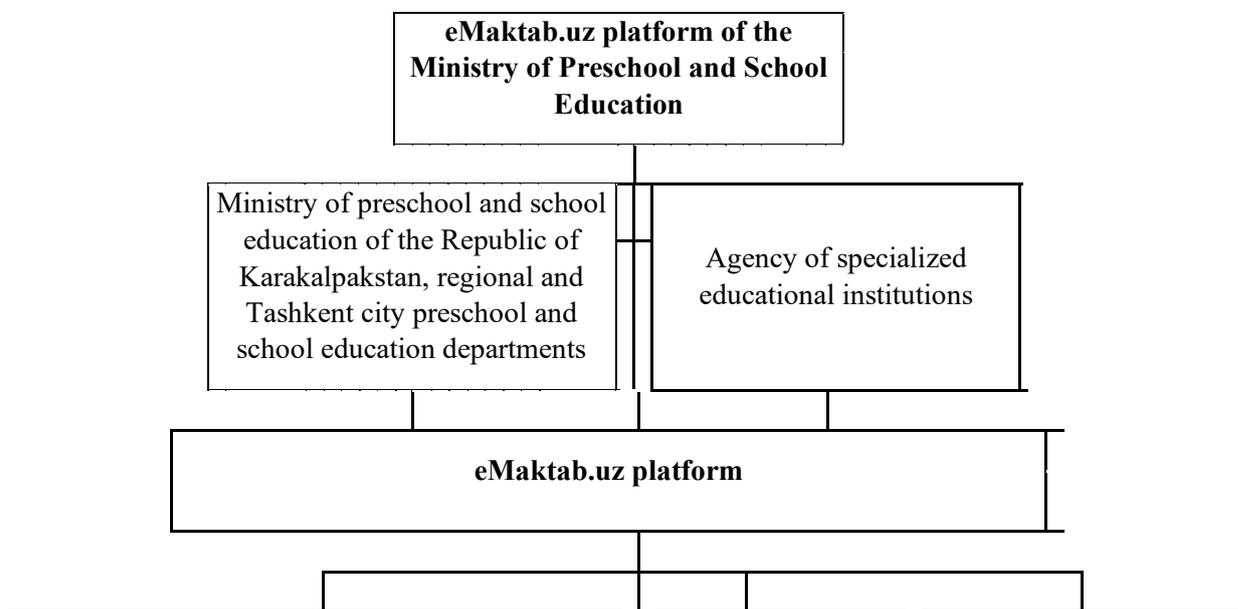
of management activities and increase the culture, to ensure a flexible work regime in the conditions of dynamic development.
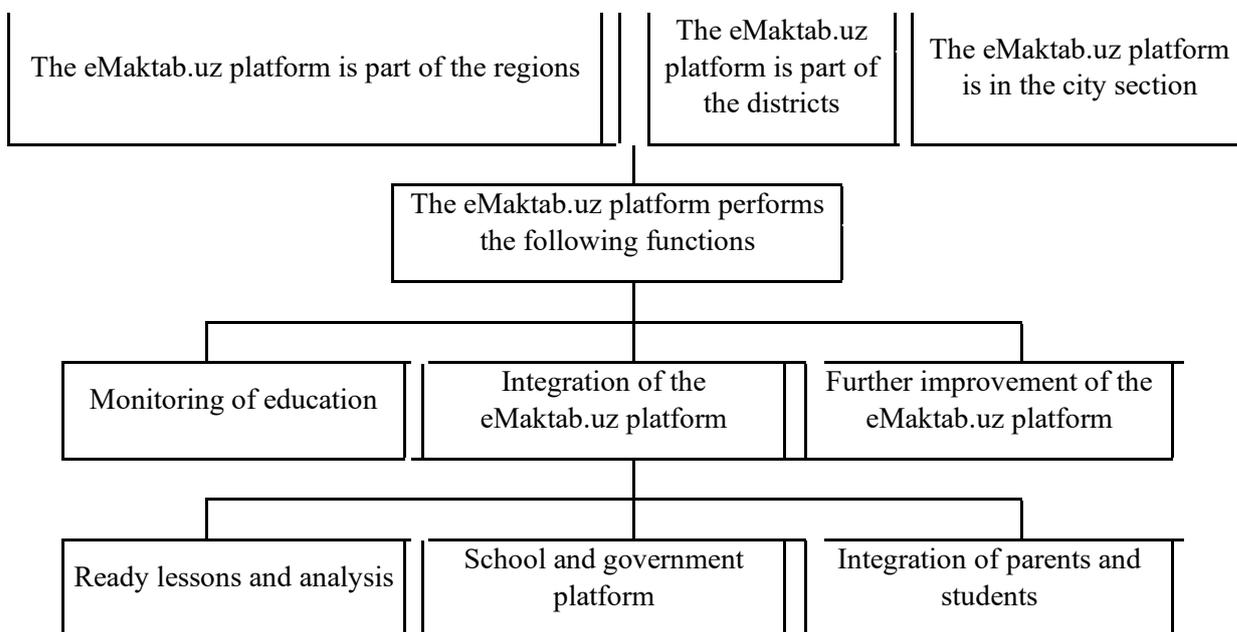
Expected results: There are different levels of management in the management of general secondary educational institutions, for example, remote, i.e., platform-based management ensures the optimal functioning and development of the system, and with the help of the necessary optimal pedagogical conditions, it raises it to a new, high-quality level in the actual achievement of the goals. We are currently living in a digital age where digital

technologies are widely used. The field of education is one of the many ways in which digital technology has been used in its operations.

The eMaktab.uz electronic platform of the Ministry of Preschool and School Education serves to analyze the activities of all schools across the Republic and obtain brief information. It would not be wrong to say that the eMaktab.uz electronic platform of the Ministry of Pre-School and School Education is the current modern digital management. Access to the eMaktab.uz electronic platform is carried out as follows.

The organizational structure of the Ministry of Preschool and School Education based on the eMaktab.uz platform:

The eMaktab.uz platform is part of the regions	The eMaktab.uz platform is part of the districts	The eMaktab.uz platform is in the city section

The eMaktab.uz platform performs the following functions

Monitoring of education	Integration of the eMaktab.uz platform	Further improvement of the eMaktab.uz platform

Ready lessons and analysis	School and government platform	Integration of parents and students

User agreement

Section 1. Terms

1.1. "eMaktab" automated information system (hereinafter - "System") is a closed information system for secondary educational institutions of the Republic of Uzbekistan that combines the possibilities of electronic document circulation and the tools of social networks among the participants of the educational process.

1.2. The purpose of using the system is to improve the quality of education of students of secondary educational institutions of the Republic of Uzbekistan and to improve the system of accounting for their achievements in the educational process by automating the functions and processes of managing the activities of local authorities and educational institutions in the Republic of Uzbekistan.

1.3. Administration (Administration) - "Kundalik" limited liability company, located at the following address: 42/1 Bunyodkor shox street, Chilonzor district, Tashkent, Uzbekistan. The Administration notifies the user about the change of the address of the Administration or the change of the person acting on behalf of the

Administration by making changes to this Regulation and/or its applications.

1.4. Connecting to the system - allowing authorized users to access the client section (Web-interface) of the system via the Internet. Citation to connect to the system: https://www.emaktab.uz/.

1.5. User - a natural person who has registered a Profile in the System using a login and password, as well as having received the consent of his parents and/or legal representative to the terms of this Agreement) on his own behalf,) on his own behalf with the consent of his parents/legal representative, or iii) for the benefit of a minor.

1.6. A profile is a user account that contains information about the user and has authorized rights for system services. The system includes the following profiles: an employee of the Ministry of Public Education of the Republic of Uzbekistan, an employee of the Department of Public Education of the Republic of Uzbekistan, an employee of the Department of Public Education in the Republic of Uzbekistan, an employee of an educational institution in the Republic of Uzbekistan, a student of an educational institution in the Republic of Uzbekistan, a parent (legal representative) of a student of an educational institution in the Republic of Uzbekistan.

1.7. Login and temporary password - strictly individual auto-generated user name (login) and temporary password that allows registration to the system and the first authorized connection.

1.8. Username (login) - a sequence of characters that distinguishes (identifies) each user among other users of the system.

1.9. A password is a sequence of characters known only to the user, stored in the system only in an encrypted form and used together with the user name (login) for user verification.

1.10. Authentication - certification of the user's right to remote access to the system, carried out through the user's name (login) and password.

1.11. Authorized access - access to the system on successful authentication.

1.12. Services (paid and free) - products and services provided by the user within the scope of the System's activities for the implementation of the System's functional capabilities and the use of the System's performance results in accordance with this Agreement.

1.13. User cabinet in the system - Interrelated functions of the system provide support for electronic educational tools, educational process and social networks, which allow creating internal information and educational space of a specific institution. The user account is provided free of charge and does not depend on the purchase of any paid service by the user.

1.14. Administrator - a natural person who is a full-time employee of a certain institution, who has exclusive rights to manage the User Cabinet and enter information.

1.15. An institution is an educational institution of the Republic of Uzbekistan whose main purpose is educational activity, regardless of its organizational and legal form, as well as local executive bodies performing management tasks in the field of education. For the purposes of this Agreement, Institutions include:

Ministry of Public Education of the Republic of Uzbekistan;

local executive bodies of the region implementing management in the field of education;

Local executive bodies that have republican significance and manage education in the capital;

local executive bodies of districts in districts and cities;

other state authorities and local self-government bodies in the case of implementation in accordance with the procedure (responsibility) established by the legislation of the Republic of Uzbekistan dealing with issues in the field of education;

Educational institutions in the Republic of Uzbekistan.

1.16. Information - creation of an information and educational space of a particular institution based on the

information entered into the system by the employees of the institute, including approved electronic forms and approved forms of statistics and/or reports necessary to ensure the educational process.

1.17. Agreement - the text of this Agreement, which includes all necessary and existing conditions related to the rights of the Administration to access the System and to have the Main System services, restrictions, conditions for the use of the System by the User, conditions for suspending and terminating the use of the System and the System by the User, liability of the Parties, other relations of the parties related to the use of the System, and its annexes. Compliance with the terms of this Agreement is required for users to use the system, as well as to receive basic system services.

1.18. Consultative and technical customer support service - System Administration Service, which provides consulting services to System users from any institution on specific aspects of working with the

System, as well as quick elimination of errors in the system.

1.19. The head of the class is a pedagogical employee of the institution appointed to coordinate and ensure the general educational process, teaching and upbringing of students in a certain class or group.

Section 2. General condition

2.1. These Terms of Use apply to all users of the System, regardless of the purposes of using the System, and provide an offer to conclude a public agreement in accordance with the provisions of Article 369 of the Civil Code of the Republic of Uzbekistan. The User Agreement applies to the User from the moment he enters the System using the username (login) and password agreement. In accordance with Article 370 of the Civil Code of the Republic of Uzbekistan, clicking the "Register" button, as well as using the System, indicates full and unconditional agreement with the User to this Agreement in accordance with this article (acceptance of the terms of the

disclosure agreement). In the event of a dispute with the user, the user is obliged to stop viewing or using the System services, as well as delete all materials posted on the System.

2.2. The current edition of the User Agreement is available at the following URL: https://emaktab.uz/agreements/terms. The Administration reserves the right to amend or supplement this User Agreement at any time without prior or subsequent notice. The User independently monitors changes in the Agreement and familiarizes himself with the current edition of the User Agreement. Continued use of the system after changes and/or additions to this Agreement have been made by the User means acceptance and approval of such changes and/or additions by the User.

2.3. The provision of additional paid services to the User, i.e. the provision of special additional features of the System by the Administration on a paid basis at the User's request, is regulated by the Agreement and/or agreements on the procedure for providing paid services for the provision of a separate paid service. Paid additional services are not considered a necessary condition for the User's participation in the System and are provided at the User's request.

2.4. The administrator and class leader have the right to purchase paid services for the user on their behalf, based on the user's written application. In this case, users must cover the costs of the administrator or the class leader in connection with the purchase of paid services. In necessary cases, the administrator or the head of the class undertakes to provide the administration with up-to-date and accurate information about the users, including their full names, dates of birth, and contact information.

The use of digital technologies in the management of educational institutions is the most important task that requires the equipment and development of fundamentally new production modular programs and technologies that increase the ability

to process information. In the analysis of foreign experiences related to the use of digital technologies in the management of general secondary educational institutions, it can be seen that we can improve management mechanisms based on new innovative ideas.

Summary. There has come a time in the world when the potential of using digital technologies in the management of educational institutions and the scientific level of society is determined by the overall power of computers and the technological perfection of information processing. The use of digital technologies in the management of educational institutions is the most important task that requires the equipment and development of fundamentally new production modular programs and technologies that increase the ability to process information.

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