

SINFDAN VA MAKTABDAN TASHQARI ISHLARNI TASHKIL ETISH

Sharofutdinova Ra'noxon Shavkatovna

Farg'ona davlat universiteti Ijtimoiy-gumanitar fanlar kafedrası o'qituvchisi (PhD)

Annotation: Sinfdan va maktabdan tashqari ishlarda o'quvchilarni ayrim ko'nikmalarga o'rgatishni nazorat vositasi deb hisoblash kerak. O'z-o'zini tekshirish, o'zaro tekshirish usullariga o'rgatish o'qituvchining o'quvchilar bilan shunday aloqasini talab etadiki, bunda ularning fikrlash ishi jarayoni ravshan bo'ladi. O'quvchilarning o'zlari harakatni taklif etadilar vash u bilan pedagogga mo'ayyan ma'lumot beradilar.

Key words: Class, work, creativity, club, event, school.

The most important task of the educator in organizing and conducting activities outside the classroom and school is to help students solve educational tasks.

it is necessary to assume that it is necessary to start from teaching, from choosing the right methods of action, from controlling one's own behavior and actions, from transferring independent work skills to other important life situations. It is important to consider that the content of independence includes four components, such as independence of thinking, discipline, organization and self-control.

Controlling the formation of these aspects is one of the important and complex tasks of the teacher who leads extracurricular activities. For this, it is necessary to take into account the results of the student's activity and organize the analysis of this process. The teacher can use several methods of control, excluding forms typical for classroom activities. The strongest and most talented students are given the right to work with cursive writing. It shows the rule, gives examples confirming this rule, and notes the educational task. The writing will be very short, but it will show how the reader's thinking went.

Forming a team of students is a central task in the work of the head of the class, because the upbringing of the individual in the team is the leading principle of education. The method of forming a children's team is fully developed in the new pedagogy. The general basis of this methodology is based on the theory of community and individual education in the community described in pedagogic courses. According to the rules of team theory, the methodology of its creation has been developed. Its general principles are as follows: setting demands, educating activists, organizing perspectives in educational and labor, socio-political and public-cultural activities, forming healthy public opinion, creating and increasing positive traditions.

These described rules are a guide for the formation and development of any team.

4. The head of the class and the organizer of educational activities organize in-class and extracurricular activities in secondary general education schools.

Activities organized in the classroom and outside the school complement the educational activities in the life of students. They help to form their worldview and moral maturity. Creates the ground for connecting theoretical knowledge with practical production.

The tasks of an organizer who leads extracurricular activities are multifaceted.

The tasks of the organizer of extracurricular activities include: Planning and implementation of extracurricular activities.

Helping students to engage in multifaceted activities outside of school and classes with the help of the pedagogical team, students, organizations, and class activists. Providing support to teachers, class leaders, parents, students, and organizers of class activists while directly guiding the direction of classroom and extracurricular activities. Participation in general school and inter-school educational events. Wide use of educational and cultural institutions and public power in organizing free time of students.

In this regard, it is possible to see 3 main aspects of the organizers' activity: organizational, general and administrative.

These are interconnected. The following activities can be included in organizational activities:

1. Analysis of achievements and shortcomings in the field of educational work to do;
2. Determining the goals and tasks of educational work.
3. Planning educational, mass-political work and determining their content and methods of form.
4. Identification of persons managing the grouping of extracurricular and extracurricular activities.

It creates new knowledge based on them. Students participate in extracurricular activities and interact with different people. They face different situations. Therefore, the more diverse their extracurricular activities, the richer their relationships. In extracurricular activities, students learn how to work in a team.

The deputy director of the school for spiritual and educational affairs conducts his work on the basis of the plan and supervises the implementation of educational work outside the classroom and school. The general plan of the school, the work of teachers, class leaders, leading parents' committee, work plans should also take into account extracurricular activities.

Kindness and love of the head of the class towards the students, being demanding towards the pedagogical team and parents, and regularly working on himself, being patient, expressing his thoughts carefully, and encouraging others. embodies the qualities that can attract.

To know the essence of all the documents adopted by the state and our government, to know the works of the President, to be able to promote them among students and young people, to teach the traditions of folk pedagogy, national traditions, values, and teachings of the Uzbek people. they should know.

- To know the domestic and foreign policy of our country well and always take it into account in his activities, to know well the scientific bases and new methods and methods of organizing educational work;
- to be aware of the latest news given through radio, television and other means of mass information and to be able to convey their essence to students;
- Ability to prepare and conduct extracurricular activities;
- participation in events held at the district, city, region, republic level;

- giving methodological recommendations to those who conduct educational work with students at school;

- to regularly improve one's skills, to participate in seminars held in one's field.

Civic activity stabilizes the recognition of rights and duties before one's country, conscious adherence to the standards of living and morality set by society, activity in work and community, and spiritual maturity:

- responsible for the fate and effectiveness of reforms, leading a priority state policy on the formation of selfless individuals for the future and future of our country;

- political awareness and social activity, that is, understanding and perception of the state's domestic and international policy. To feel patriotism and internationalism, to be ready to actively participate in social and political life;

- the civic duty before the people, the state, that is, to know the principles of legislation, the rights and duties of one's homeland, neighborhood, family, and to strictly follow them. Intolerant attitude to violation of legislation;

Knowing the essence of the educational process, taking the initiative in its organization, business acumen and dexterity, being able to effectively apply all new and advanced things in practice is one of the principles of guiding the process of personality development of a school student.

Applying the effective classroom leadership style to school life and activities, the combination of collegial and individual leadership, which is an example of achievement, ensures the destiny of children, the responsibility of the team of pedagogues for their education, and the personal responsibility of the director.

The general school plan of extracurricular activities is under the leadership of the deputy director for moral and enlightenment, class leaders, methodical association, experienced teachers, school library, student-youth organization, student union, parents - it is advisable to create it with the active participation of the parents' committee and the leaders of the circle and approve it after discussion at the school meeting.

In leading the educational process of the school, the director pays special attention to the consistency of the educational work of elementary and school classes, thereby implementing the continuity and principle of education both during the educational process and outside the classroom.

Planning requirements.

The educational work plan of the head of the class is a mandatory pedagogical document. The work plan can be made quarterly, half-yearly and annually. In the present conditions, according to experience, the use of the half-year plan is very effective. Planning will be more effective if:

1. The plan should be made as appropriate as possible depending on the local conditions, the location of the school, the level and age of the students.
2. The plan must be aimed at a specific goal and be realistic.
3. It should be agreed with the association of children and teenagers.

4. The plan should reflect what the students will do during the autumn, winter, spring and summer holidays.
5. The persons performing the events, the duration and the type of execution must be clearly indicated.
6. The plan must be reviewed by the deputy principals and approved by the principal.

Pedagogical training, experience and personal characteristics of the class leader are very important in planning.

A class leader who has just started the process of educational work and has little experience, usually makes a comprehensive work plan, while a pedagogue can work with a limited plan. But in both cases, it is necessary to fully reflect the main content and directions of educational work in the educational plan of all class leaders. In elementary grades, extracurricular activities are considered an integral part of preparing young students for thorough mastery of their mother tongue, as an important tool for their moral and aesthetic upbringing in the educational process. It is to introduce various examples of folk poetry and to restore the culture of reading in them.

According to the content of the extracurricular program, it is divided into two main sections at each stage of education.

In the 1st step, students are instructed on the scope of reading, i.e. the books to be taught and the order in which they should be read.

In the 2nd stage, knowledge, skills and competencies are formed based on these educational materials.

According to the State Standards and Curriculum of the general secondary education in the 1st grade, based on the skills and competences formed in the extracurricular exercises of the literacy classes, the children's ideas about the motherland, independence, and national values will be expanded and enriched.

Extracurricular reading and recitation literacy are introduced to children's literary literature in 20 minutes of literacy classes once a week in the 1st grade. The goal is to instill a love of books in young children, to develop independent learning. the rules of reading a book, keeping a book, observing the actions of the heroes of the work, learning the positive aspects, retelling the story in a figurative way, forming knowledge, skills and competences. By reading books that develop children's emotions, the teacher introduces them to our independent country, its beautiful cities, villages, national traditions, values, past, and people's dreams. inspires envy. In the 2nd grade, students read small works independently based on the teacher's help and assignments. In this class, after-school classes are held once every 2 weeks. The courage of the motherland and ancestors , works about plants, birds and animals are found by the teacher and recommended to the students for reading.

In the 3rd and 4th grades, artistic and scientific popular works depicting people's lives, bright images, and their spiritual and moral lifestyle are recommended for independent reading of students in extracurricular activities. extracurricular classes are held once in two letters. In these classes, the teacher in the class library holds reading classes for the age-appropriate books needed by the students once in two weeks. In these classes, the teacher has the necessary books

in the class library continues to collect books suitable for the age of students. The extracurricular study corner can be decorated in different ways. In this, the teacher and students work together. Only if literary and popular works are read independently and consistently It serves to expand and shape students' worldviews.

Extracurricular reading serves to instill in children a love of virtue, a hatred of writing, to develop coherent speech, and to raise literary and aesthetic thinking. Children's literature brings joy to children with their musicality. At the same time, it also has an educational effect on children. teaches to understand the received reality, children's games.

List of references

1. Мўйдинов, А. (2021). ЁШЛАРНИ ТУРЛИ ТАХДИДЛАРДАН ҲИМОЯ ҚИЛИШДА АЖДОДЛАР МЕРОСИДАН ФОЙДАЛАНИШНИНГ АҲАМИЯТИ. *Academic research in educational sciences*, 2(2), 132-137.
2. Asilbek, M. (2022). SOCIO-PHILOSOPHICAL ASPECTS OF EDUCATION OF AN ENLIGHTENED PERSON IN THE DEVELOPMENT OF SOCIETY. *Conferencea*, 183-186.
3. Adham o'g'li, M. A. (2022). THE ROLE OF NATIONAL WITCHCRAFT HERITAGE IN THE SPIRITUAL RISE OF SOCIETY (SOCIO-PHILOSOPHICAL ANALYSIS). *American Journal of Interdisciplinary Research and Development*, 10, 122-127.
4. Muydinov, A. (2022). ENLIGHTENMENT IN TURKESTAN IN THE SECOND HALF OF THE XIX-EARLY XX CENTURIES. ENLIGHTENMENT BY JADID SCHOOL. *ASIA PACIFIC JOURNAL OF MARKETING & MANAGEMENT REVIEW ISSN: 2319-2836 Impact Factor: 7.603*, 11(10), 14-20.
5. Ruzmatovich, U. S. (2022). PROCESSES OF ORGANIZATION OF TECHNICAL, TACTICAL AND PHYSICAL PREPARATION IN NATIONAL WRESTLING TRAINING. *INTERNATIONAL JOURNAL OF RESEARCH IN COMMERCE, IT, ENGINEERING AND SOCIAL SCIENCES ISSN: 2349-7793 Impact Factor: 6.876*, 16(3), 65-68.
6. Ruzmatovich, U. S. (2022). CHANGES EXPECTED TO COME IN OUR LIFE MOVEMENTS. *Web of Scientist: International Scientific Research Journal*, 3(3), 485-489.
7. Shohbozjon, K., & Azizjon, M. (2022). PREPARING SCHOOL STUDENTS IN THE FIELD OF PHYSICAL CULTURE AND SPORTS BEFORE ENTRY TO HIGHER EDUCATION. *INTERNATIONAL JOURNAL OF RESEARCH IN COMMERCE, IT, ENGINEERING AND SOCIAL SCIENCES ISSN: 2349-7793 Impact Factor: 6.876*, 16(10), 100-108.
8. Shavkatovna, S. R. (2021). Developing Critical Thinking In Primary School Students. *Conferencea*, 97-102.
9. Oljayevna, O., & Shavkatovna, S. (2020). The Development of Logical Thinking of Primary School Students in Mathematics. *European Journal of Research and Reflection in Educational Sciences*, 8(2), 235-239.
10. Uljaevna, U. F., & Shavkatovna, S. R. (2021). Development and education of preschool children. *Academicia: an international multidisciplinary research journal*, 11(2), 326-329.
11. Shavkatovna, S. R. N. (2021). Methodical Support Of Development Of Creative Activity Of Primary School Students. *Conferencea*, 74-76.
12. Ra'noxon, S. (2022). BOSHLANG'ICH MAKTAB O'QUVCHILARIDA MATEMATIKAGA MUNOSABAT. *IJTIMOIIY FANLARDA INNOVASIYA ONLAYN ILMIY JURNALI*, 2(11), 203-207.

13. Shavkatovna, S. R. (2021). Methodological Support for The Development of Primary School Students' Creative Activities. *Texas Journal of Multidisciplinary Studies*, 2, 121-123.
14. Shavkatovna, S. R. (2021). Improvement of methodological pedagogical skills of developing creative activity of primary school students. *ACADEMICIA: An International Multidisciplinary Research Journal*, 11(10), 289-292.
15. Шарофутдинова, Р., & Абдуллаева, С. (2022). ФИКРЛАШ ҚОБИЛИЯТИНИ РИВОЖЛАНТИРИШДА МЕНТАЛ АРИФМЕТИКА. *IJTIMOIY FANLARDA INNOVASIYA ONLAYN ILMIY JURNALI*, 2(11), 235-239.
16. Maxamadaliyevna, Y. D., Òljayevna, Ò. F., Qizi, T. D. T., Shavkatovna, S. R. N., & Anvarovna, A. O. (2020). Pedagogical Features Of Mental Development Of Preschool Children. *Solid State Technology*, 63(6), 14221-14225.
17. Sharofutdinova, R. I., Asadullaev, A. N., & Tolibova, Z. X. (2021). The Factors and Basic Concepts Determining Community Health. *Central Asian Journal of Medical and Natural Science*, 2(5), 376-379.
18. Iqboljon, S. (2022). Boshlang'ich Sinf o'quv Jarayonida Axborot Texnologiyalaridan Foydalanish. *Ijodkor o'qituvchi*, 2(20), 137-140.
19. Iqboljon, S. (2022). KOMPYUTER YORDAMIDA DARSLARNI TASHKIL ETISH. O'ZBEKISTONDA FANLARARO INNOVATSIYALAR VA ILMIY TADQIQOTLAR JURNALI, 1(9), 246-249.
20. Sharofutdinov, I. (2023). DEVELOPMENT OF ACMEOLOGICAL COMPETENCE OF FUTURE EDUCATORS IN THE CONDITIONS OF INFORMING EDUCATION. *International Bulletin of Applied Science and Technology*, 3(5), 424-429.
21. Sharofutdinov, I. (2023). THE ACTUAL STATUS OF THE METHODOLOGY OF DEVELOPING ACMEOLOGICAL COMPETENCE OF FUTURE EDUCATORS IN THE CONDITIONS OF INFORMING EDUCATION. *Академические исследования в современной науке*, 2(12), 206-213.
22. Sharofutdinov, I. (2023). BO 'LAJAK PEDAGOGLARNING AKMEOLOGIK KOMPETENTLIGINI RIVOJLANTIRISH METODIKASINING AMALIYOTDA QOLLASH. Педагогика и психология в современном мире: теоретические и практические исследования, 2(7), 54-58.
23. Sharofutdinov, I. (2023). PEDAGOGIK-PSIXOLOGIK FANLARNING BO 'LAJAK PEDAGOGLARNING AKMEOLOGIK KOMPETENTLIGINI RIVOJLANTIRISHDAGI O 'RNI. *Общественные науки в современном мире: теоретические и практические исследования*, 2(6), 17-24.
24. Sharofutdinov, I. (2023). TA'LIMNI AXBOROTLASHTIRISH SHAROITIDA BO 'LAJAK PEDAGOGLARNING AKMEOLOGIK KOMPETENTLIGINI RIVOJLANTIRISH MEXANIZMLARINI TAKOMILLASHTIRISHNING PEDAGOGIK TIZIMI. *Инновационные исследования в современном мире: теория и практика*, 2(14), 13-19.
25. Sharofutdinov, I. (2023). TA'LIMNI AXBOROTLASHTIRISH SHAROITIDA BO 'LAJAK PEDAGOGLARNING AKMEOLOGIK KOMPETENTLIGINI RIVOJLANTIRISH MODEL. *Наука и технология в современном мире*, 2(13), 77-84.
26. Sharofutdinov, I. (2023). STRUCTURE AND COMPONENTS OF THE DEVELOPMENT OF ACMEOLOGICAL COMPETENCE OF FUTURE EDUCATORS IN THE CONDITIONS OF EDUCATION INFORMATION. *International Bulletin of Applied Science and Technology*, 3(4), 574-580.
27. Sharofutdinov, I. (2023). FORMS OF SELF-DEVELOPMENT IN FUTURE PEDAGOGUES BASED ON THE ACMEOLOGICAL APPROACH IN THE PROCESS OF INFORMATIZATION OF EDUCATION. *Science and innovation*, 2(B3), 5-8.

28. Usmonjon o'g'li, S. I. (2022). TA'LIM TIZIMIDA RAQAMLI TEXNALOGIYA. *INNOVATIVE DEVELOPMENTS AND RESEARCH IN EDUCATION*, 1(12), 120-128.
29. Абдужабборов, А., & Шарофутдинова, Р. (2023). БОШЛАНГИЧ СИНФ ЎҚУВЧИЛАРИДА ИЖОДИЙ ФАОЛИЯТНИ РИВОЖЛАНТИРИШГА ҚАРАТИЛГАН ТАЪЛИМ ТЕХНОЛОГИЯЛАРИ.
30. Sharofutdinova, R., & Abduqodirov, B. (2023). DEVELOPMENT OF CREATIVE ACTIVITY OF ELEMENTARY SCHOOL STUDENTS IN THE EDUCATIONAL PROCESS. *Modern Science and Research*, 2(5), 904-910.
31. Sharafutdinova, R., & Abdujabborov, A. (2023). EDUCATIONAL TECHNOLOGIES AIMED AT THE DEVELOPMENT OF CREATIVE ACTIVITY IN PRIMARY SCHOOL STUDENTS. *Modern Science and Research*, 2(5), 890-896.
32. Шарофутдинова, Р. (2023). ИЖОД ТУШУНЧАСИ ФАОЛИЯТНИ РИВОЖЛАНТИРИШ МЕХАНИЗМИ. *O'ZBEKISTONDA FANLARARO INNOVATSIYALAR VA ILMIY TADQIQOTLAR JURNALI*, 2(19), 854-861.
33. Шарофутдинова, Р. (2023). БОШЛАНГИЧ СИНФ ЎҚУВЧИЛАРИНИНГ ИЖОДИЙ ФАОЛИЯТИНИ РИВОЖЛАНТИРИШ-ИЖТИМОЙ ПЕДАГОГИК ЗАРУРАТ СИФАТИДА. *O'ZBEKISTONDA FANLARARO INNOVATSIYALAR VA ILMIY TADQIQOTLAR JURNALI*, 2(19), 842-847.
34. Шарофутдинова, Р., & Абдукодиров, Б. (2023). ТЕХНОЛОГИК ТАЪЛИМ ЖАРАЁНИДА ЎҚУВЧИЛАРИНИНГ ИЖОДИЙ ФАОЛИЯТИНИ РИВОЖЛАНТИРИШ ОМИЛЛАРИ ВА ТАМОЙИЛЛАРИ. *O'ZBEKISTONDA FANLARARO INNOVATSIYALAR VA ILMIY TADQIQOTLAR JURNALI*, 2(19), 862-868.
35. Шарофутдинова, Р., & Абдужабборов, А. (2023). ТЕХНОЛОГИК ТАЪЛИМНИНГ ИЖОДИЙ ЙЎНАЛТИРИЛГАНЛИГИДА ҲАМКОРЛИК КЛАСТЕРИ. *O'ZBEKISTONDA FANLARARO INNOVATSIYALAR VA ILMIY TADQIQOTLAR JURNALI*, 2(19), 848-853.
36. Shavkatovna, S. R. N., & Sohibaxon, S. (2023). MAXSUS TA'LIMNING RIVOJLANISH BOSQICHLARI. *O'ZBEKISTONDA FANLARARO INNOVATSIYALAR VA ILMIY TADQIQOTLAR JURNALI*, 2(19), 830-836.
37. Ra'noxon, S., Mahpuza, A., & Rahmatjonzoda, A. (2022). THEORETICAL FOUNDATIONS FOR THE DEVELOPMENT OF LOGICAL THINKING WITH THE HELP OF INNOVATIVE TECHNOLOGIES. *Web of Scientist: International Scientific Research Journal*, 3(11), 881-885.
38. Mahpuza, A., & Rahmatjonzoda, A. (2022). THE USE OF MODERN PEDAGOGICAL TECHNOLOGIES IN MATHEMATICS LESSONS IN ELEMENTARY SCHOOL. *European International Journal of Multidisciplinary Research and Management Studies*, 2(11), 213-217.
39. Maxamadaliyevna, Y. D., & O'ljayevna, O. R. F. (2020). Tursunova Dilnavoz To 'lqin qizi, Sharofutdinova Ra'noxon Shavkatovna, Ashurova Oygul Anvarovna. Pedagogical features of mental development of preschool children. *Solid State Technology*, 63(6).
40. Mirzaxolmatovna, X. Z., Nematovna, R. S., & Shavkatovna, S. R. (2022). FORMS OF THINKING IN THE PROCESS OF STUDYING MATHEMATICS. *European International Journal of Multidisciplinary Research and Management Studies*, 2(12), 259-263.