

**Lesson management**

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**Abstract.** *The abstract for a lesson on effective lesson management would emphasize the importance of planning, organization, and implementation of instructional activities in creating a positive and productive learning environment. It would highlight the significance of clear objectives, setting expectations, and managing classroom dynamics to ensure that lessons run smoothly and effectively. The abstract would also touch upon strategies and techniques for successful lesson management to enhance student engagement, promote active participation, and maximize learning outcomes.*

**Key words:** *Manegment, engagement, challenge, focus, organization, materials, plan.*

**Introduction.** Effective lesson management is crucial for creating a positive and productive learning environment. It involves the planning, organization, and implementation of instructional activities to engage students and facilitate their learning. By establishing clear objectives, setting expectations, and managing classroom dynamics, educators can ensure that lessons run smoothly and effectively. In this lesson, we will explore strategies and techniques for successful lesson management that will help you enhance student engagement, promote active participation, and maximize learning

Effective lesson management begins with thorough planning. This involves:

1. Setting clear learning objectives: Define what you want students to learn by the

end of the lesson. Objectives should be specific, measurable, achievable, relevant, and time-bound (SMART).

2. Sequencing activities: Plan the flow of the lesson to ensure a logical progression of content. Start with an engaging hook, introduce new concepts, provide opportunities for practice and application, and end with a summary or reflection. ( Mintzberg, H. (2009). *Managing*. San Francisco, Berrett-Koehler Publishers. P. 26-28. )

3. Selecting appropriate resources: Choose materials, technology, and teaching aids that support your objectives and engage students. Consider the diverse learning styles and preferences of your learners.

4. Differentiating instruction: Tailor your lesson to meet the needs of all students, including those with diverse backgrounds, abilities, and learning styles. Provide varied activities and assessments to cater to different levels of understanding.

5. Anticipating challenges: Identify potential disruptions or obstacles that may arise during the lesson and plan strategies to address them proactively. Consider how you will manage behavior, address misconceptions, and adapt to unexpected circumstances. (Mintzberg, H. (1973). *The Nature of Managerial Work*. New York: Harper & Row. P. 37.)

By investing time in thoughtful planning, you can set the stage for effective lesson management and create a positive and engaging learning experience for your students.

Organizational skills are essential for effective lesson management. Here are some tips to help you stay organized in your lesson planning and delivery:

1. Create a detailed lesson plan: Develop a structured outline that includes learning objectives, instructional strategies, assessment methods, and resources. Use a template or digital tool to keep your lesson plans organized and easily accessible.

2. Establish a routine: Set up a consistent schedule for planning, preparation, and reflection on your lessons. Allocate time for each task, such as creating materials,

setting up the classroom, and reviewing student progress.

3. Use a planner or calendar: Keep track of important dates, deadlines, and events related to your lessons. Use a planner or digital calendar to schedule lessons, assessments, meetings, and professional development activities.

4. Organize materials and resources: Maintain a well-organized classroom environment with easy access to teaching materials, technology, and supplies. Use storage bins, shelves, and digital folders to keep everything in its place. ( Doyle, W. (2006) Ecological Management to Classroom Management, in C.M. Evertson & C.S. Weinstein (Eds) Handbook of Classroom Management: research, practice, and competence issues, pp. 97-125. Mahwah, NJ: Lawrence Erlbaum )

5. Develop a system for student data: Keep track of student progress, assessments, and feedback using a digital or physical record-keeping system. Use spreadsheets, gradebooks, or online platforms to monitor student performance and track their growth over time.

6. Communicate effectively: Establish clear communication channels with students, parents, and colleagues to ensure that everyone is informed about lesson plans, expectations, and updates. Use email, messaging apps, or online platforms to share information efficiently. ( Doyle, W. (2009) Situated Practice: a reflection on person-centered classroom management, Theory Into Practice, 48(2), 156-159.)

7. Reflect and adjust: Regularly reflect on your lessons and seek feedback from students and colleagues to identify areas for improvement. Adjust your teaching strategies, activities, and assessments based on this feedback to enhance your lesson management skills.

( Klette, K. (2007) Trends in Research on Teaching and Learning in Schools: didactics meets classroom studies, European Educational Research Journal, 6(2), 147-159. )

By staying organized and maintaining a systematic approach to lesson planning and delivery, you can effectively manage your lessons and create a productive learning environment for your students.

When implementing instructional activities for lesson management, it's important to consider the following steps:

1. Align activities with learning objectives: Ensure that the activities you choose are directly related to the learning goals of the lesson. This will help keep the lesson focused and ensure that students are working towards the intended outcomes. ( Milner, H.R. & Tenore, F.B. (2010) Classroom Management in Diverse Classrooms, Urban Education, 45(5), 560-603 )

2. Use a variety of instructional strategies: Incorporate a mix of teaching methods to cater to different learning styles and keep students engaged. This could include lectures, discussions, group work, hands-on activities, multimedia presentations, and technology-based tools.

3. Provide clear instructions: Clearly communicate the purpose of each activity, the steps students need to follow, and any expectations or guidelines they should adhere to. This will help students understand what is expected of them and stay on track during the lesson.

4. Monitor student progress: Keep an eye on how students are engaging with the activities and whether they are understanding the content. Use formative assessment techniques to check for understanding and provide feedback as needed. (Riley, P., Lewis, R. & Brew, C. (2010) Why did You do That? Teachers Explain the Use of Legal Aggression in the Classroom, Teaching and Teacher Education, 26(4), 957-964.)

5. Encourage active participation: Create opportunities for all students to actively participate in the activities, whether through group discussions, hands-on tasks, or individual reflections. This will help keep students engaged and promote deeper learning.

6. Differentiate instruction: Tailor activities to meet the diverse needs of your students, including providing support for struggling learners and challenges for advanced students. Consider offering choice in how students demonstrate their understanding to accommodate different learning preferences.

7. Manage time effectively: Plan out the timing of each activity to ensure

that you cover all planned content within the allotted lesson time. Be flexible and willing to adjust the pace as needed based on student engagement and understanding. ( Lewis, R., Romi, S., Katz, Y.J. & Qui, X. (2008) Students' Reaction to Classroom Discipline in Australia, Israel, and China, *Teaching and Teacher Education*, 24(3), 715-724 )

8. Reflect on activity effectiveness: After the lesson, take time to reflect on how well the instructional activities worked in achieving the learning objectives. Consider what adjustments could be made for future lessons to improve student learning outcomes.

By implementing these strategies when planning and executing instructional activities, you can effectively manage your lessons and create a dynamic and engaging learning environment for your students.

**In conclusion**, effective lesson management is crucial for creating a productive and engaging learning environment. By aligning activities with learning objectives, using a variety of instructional strategies, providing clear instructions, monitoring student progress, encouraging active participation, differentiating instruction, managing time effectively, and reflecting on activity effectiveness, educators can successfully manage their lessons and promote student learning. By incorporating these strategies into their teaching practices, educators can create a dynamic and engaging classroom that supports student growth and achievement.

### **Reference**

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