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Director of the Institute of Automation  
and Information Technologies

R.K.Uskenbayeva

2021

Protocol of the EMC and the AC of IA&IT



**PERSPECTIVE PLAN OF ACTIVITIES OF THE DEPARTMENT OF RaTToA**

**on the development and improvement of educational (academic work, educational and methodological work), scientific (research work, scientific and methodological work) and organizational and managerial activities for 2022-2024**

Event content	Deadlines	Responsible executors
1. Study and analysis of the competitive environment, disclosure of the capabilities of the RaTToA department to improve the image and attractiveness among consumers of educational services (entrants, students, parents, business partners)	2022-2024	Head department, professorial teaching staff
2. Effective positioning of EPs implemented at the Department of RaTToA based on analytical studies of the educational services market	2022-2024	Head department, professorial teaching staff
3. Use of progressive marketing and digital technologies to promote distance education services	2022-2024	Head department, professorial teaching staff
4. Provision of personnel potential of teaching staff while expanding the range of EPs of the department of RaTToA	2021	Head department, professorial teaching staff
5. Development of working curricula for training in the disciplines assigned to the department	2022-2024	Head department, professorial teaching staff
6. Development and implementation of digital interactive forms of education, a combination of theoretical and practical methods and forms of education	2022-2024	Head department, professorial teaching staff
7. Provision of all types of disciplines with textbooks, teaching aids, educational and methodological complexes with digital remote support	2021	Head department, professorial teaching staff
8. Development and use of case databases, training thematic computer programs	2022-2024	Head department, professorial teaching staff
9. Conducting seminars and master classes and mastering digital forms of teaching with the participation of IT specialists	2022-2024	Head department, professorial teaching staff
10. Provision of electronic educational materials, multimedia educational resources in all disciplines of the EP	2022-2024	Head department, professorial teaching staff, head. library
11. Teaching students to actively use electronic library scientific and educational resources and portal databases	2022-2024	Head department, professorial teaching staff, head. library
12. Development of new forms of independent work of students, as well as electronic control materials for self-examination	2022-2024	Head department, professorial teaching staff

13. Development of a digital rating system for testing students' knowledge, ensuring public accessibility of grades	2022-2024	Head department, professorial teaching staff
14. Improving the quality and increasing the number of competitive scientific works of students	2022-2024	Head department, professorial teaching staff
15. Ensuring the participation of teachers and students in interuniversity and international conferences	2022-2024	Head department, professorial teaching staff
16. Strengthening the material and technical base	2022-2024	Head department, professorial teaching staff
17. Development of scientific schools, preparation of undergraduates for doctoral students	2022-2024	Head department, professorial teaching staff
18. Carrying out effective positioning scientific research in the intellectual property market	2022-2024	Head department, professorial teaching staff
19. Regular professional development of the teaching staff	2022-2024	Head department, professorial teaching staff
20. Development of the concept of development of the department	2021	Head department, professorial teaching staff
21. Expansion and Development of scientific, scientific-educational and scientific-methodical work of the Department of RaTToA	2022-2024	Head department, professorial teaching staff
22. Ensuring safe and comfortable working conditions, training and extracurricular activities of students	2022-2024	Head department, professorial teaching staff
23. Development of corporate culture	2022-2024	Head department, professorial teaching staff

**Head of Department of RaTToA**

**K.A.Ozhikenov**