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MANUAL FOR FLEXIBLE TEACHING

PRISHTINA, 2024

The manual for flexible teaching at BIZNESI College was drafted pursuant to the Decision of the Higher Scientific Teaching Council, based on Law no. 04 / L-037 “On Higher Education in the Republic of Kosovo”, in the Statute of the College Article 81; in the Rules of Procedure of BIZNESI College, chapter 6 and Article 79, 80 and 81; as well as in all other applicable legislation and which has been approved by the Decision of the High Scientific Teaching Council dated 27 September 2024 rendered by BIZNESI College.

INTRODUCTION

Flexible teaching enables students and teaching staff to connect and develop ways of learning that are tailored to each student. The manual guides which strategies help to have great experiences with students.

The Basics of Flexible Teaching

Flexible teaching represents an increasingly popular teaching strategy in educational institutions, this type of teaching which means that students can explore the learning material in different ways. As a result, they are more engaged with the content and thus want to learn more. Flexible teachers understand and know that not all individuals learn at the same pace, so the curriculum must be tailored to each student and how they learn best. The reasons behind this type of teaching vary; some feel it can help students who are struggling with a subject and want to learn more through practical work, while others, who may have had bad experiences at school, feel it takes away the anxiety of an assignment or unsafe substances.

Defining Flexible Teaching

This way of teaching means an approach to both teaching and curriculum design that acknowledges the diverse needs of students in a rapidly changing world. Approaches of this way vary from those focused on subjects to those focused on the student.

The benefits of this type of teaching are clear from the start—it engages students, recognizes different learning paths, reinforces cultural and academic diversity, and allows for increasingly diverse strategies to ensure student success. This type of teaching suggests deficiencies in the way institutions of higher education have operated, from the smallest unit to the largest program.

Flexible teaching is growing in popularity as teachers take a more holistic approach to teaching and learning. Flexible teaching expands the traditional notion of subject focus and content delivery to embrace any number of skills, topics or approaches that students need to learn. Flexible learning supports pedagogical practices where teachers make connections between content and context, such as "hybrid teaching". This approach allows students to move between and among multiple resources, texts, and tools. A growing body of scientific research supports the benefits of flexible approaches to teaching.

This type of learning is not new. It is a form of comprehensive education that has been around for at least 100 years. In the 19th century, proponents argued for a more "holistic" approach to education in which teachers would educate the student completely and not just focus on the traditional three Rs¹. In the 20th century, philosophers and educators who embraced holistic education began to argue for a shift from teaching facts and information to teaching students how to learn. The idea of "learning how to learn" was especially appealing during times when there seemed to be an explosion of information in every field.

This type of teaching began as an idea that educators would adapt in different ways throughout the 20th century, depending on educational philosophy, age group, or historical context. In the 1960s, "open education" emerged within progressive educational circles.

The Importance of Flexible Curriculum

The world of education is changing and there is a growing demand for educational reforms, especially when it comes to addressing issues related to the quality of teaching. This type of teaching, for example, promotes personalized learning and allows students to learn in ways that are most effective for them. In addition, it encourages teachers to "think outside the box", which is essential to provide an innovative approach that can meet the diverse needs of today's student body. It differs from "traditional" teaching in that it focuses on individual student needs and learning styles. In contrast, traditional teaching is teacher-centered, content-oriented, and follows a set curriculum format.

Qualities of the Flexible Teacher

Flexible teachers are innovative thinkers and can design instruction that appeals to diverse students. They appreciate cultural and individual differences and use their knowledge, intuition and creativity to adapt their teaching style to meet the needs of their students.

Flexible teachers are also flexible in different contexts. They can move from task-oriented, or activity-based learning, to project-based or inquiry-based learning, or any combination of these methods depending on the needs of their students. They are creative and sensitive to the needs of their students and the needs of the institution.

Traditional teaching is teacher-centered and sees teaching as a process designed to educate students. In contrast, flexible teaching is **student-centered** and gives students more control over their learning by offering them the space to explore their interests and opportunities. Flexible teachers are informed by educational research. They are aware of current research on effective teaching methods, pedagogies, and approaches that can be used effectively to educate diverse students.

¹ The three R's are three basic skills taught in schools: reading, writing and arithmetic (the "Rs", pronounced in the English alphabet "ARs", refer to "Reading, Writing (where the W is unnecessary) and Arithmetic). The phrase appears to have been coined in the early 19th century.

Furthermore, flexible teachers are aware of the disciplinary and cultural background of their students and take this into consideration when designing the syllabus and instructing them. They can create a learning environment that addresses the needs of all students, including those with special education needs.

Flexible teachers have a holistic approach to education that recognizes the importance of the individual student. Flexible teachers know that each student has his or her own learning style and therefore design lessons that meet their needs on multiple levels. For example, the flexible teacher can use different practices such as inquiry learning, group work, project-based learning or technology-based learning depending on the needs of their students.

Flexible teachers are also willing to explore different teaching materials and strategies to meet the needs of their students. They are not related to the traditional teaching methods that educational institutions have developed so far. They are not limited to the traditional teaching model adopted by most educational institutions.

Flexible Teaching Strategies

This type of learning has been described in various ways. All these approaches share the idea of students working together to determine their own pace of learning.

Example #1

Using an activity-based approach, students work together to generate ideas and decide the best way to proceed. For example, students can create questions, use critical thinking and problem-solving skills to develop their strategies, and then share their ideas with the class. This type of activity-based approach can be used for individualized and small group teaching. It allows students to work independently at times and work together at other times based on group needs or student abilities.

Example #2

Flexible learning also allows students to work at their own pace. This can be done by offering them different learning activities, such as team-based learning, where students are divided into groups based on individual learning needs and levels. For example, a teacher can create an assignment in which students are divided into small teams based on their strengths and weaknesses. Students can complete a task individually or together within their team.

Example #3

Flexible learning also allows students to work at their own pace by offering them different ways of working. For example, a teacher might create an assignment in which students are asked to develop new strategies and problems similar to those faced by others. In this way, students can use lecture time as needed to begin developing strategies for how to best approach the assignment.

Flexible Teaching Elements

Flexible Schedule

Teachers who are flexible in how they plan their lessons can address the needs of students from different cultural, socio-economic and linguistic backgrounds. Flexible schedules vary from teacher to teacher and their institutions, but offering flexibility in class times is a good way for institutions to meet the needs of students from diverse backgrounds.

Many organizations are finding that in order to attract a diverse workforce, they need to be flexible with their learning schedule. Flexible schedules allow students to take classes at the most convenient time, which can be important for student retention and graduation rates.

Flexible schedules can be used in different ways:

- a. Teachers can tailor the lesson times they offer to meet the needs of their students. For example, instructors can offer lectures on weekends so that students who work during the week can attend lectures on Friday or Saturday.
- b. Teachers can also use their time to meet with students after class. For example, the teacher may allow students to study in his or her office, or a student and a teacher may meet for coffee in the evening after class. Or the teacher can keep a key to the institution's computer lab and allow students to practice late into the night when no one else is around.

Flexible schedules are also important to the success of teachers who work part-time or need to be available on short notice for overnight calls. For example, a teacher who works during the week can use his/her downtime to meet with students after school or in the evening.

Flexible Curriculum

Flexible curriculum refers to the ability of teachers to choose activities or instruction that best meet the needs of their students. Flexible curriculum can be used by teachers who have a traditional curriculum they use in their lectures, or they can choose to develop new activities and content based on the needs of their students. This type of curriculum often includes new learning strategies appropriate for students of different ages and skill levels.

In some cases, teaching is a complex process involving assessment, planning and adaptation. In other cases, teaching involves a simple process or routine. For example, a teacher may use learning a book by heart. A teacher's teaching style can be defined as "simple" if the most important issue is preparing students for life after high school, and "routine" if the focus is simply on communicating information and ideas to students in an organized sequence. A flexible curriculum allows teachers to use materials that are relevant and interesting to their students at different stages of student development. In essence, a flexible curriculum allows teachers to adapt their lectures to

suit the needs of their students and allows them to adapt their teaching methods to individual needs during lectures.

The Worldview of Flexible Teaching

This teaching worldview is described as "flexible attitudes, flexible behaviors, and flexible strategies." In some cases, this means that teachers have to change the way they do things to best meet the needs of their students. Worldview can also be used to refer to the teacher's ability or willingness to make changes.

For example, successful teachers are willing and able to examine how they deliver lectures and adapt them when necessary. This is important because it allows a teacher to be flexible in his or her approach, and also enables the teacher to address the individual needs of students who may be at different levels of development.

A key element that teachers must understand when using this teaching mindset is that they must be willing and able to change their teaching style based on the needs of their students.

Flexibility is a skill that requires teachers to constantly reassess situations and make adaptations as needed. By examining their teaching and adapting as needed, teachers can be more successful in meeting the needs of their students.

Flexible Learning

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1. How do teachers demonstrate flexibility?

The best way to demonstrate flexibility is to talk to students interested in what you teach.

2. Why is adaptability important in teaching?

Adaptability is important in teaching because it allows a teacher to serve students effectively and develop the most effective strategies to address the individual needs of individual students.

3. Why is flexibility important in teaching?

Flexibility is important in teaching because it allows a teacher to be easily adaptable and flexible to a variety of different learning styles or needs.

4. What are examples of flexible teaching methodology?

This teaching methodology can include course management, learning styles and student engagement.

These types of teaching and learning are important aspects of contemporary education. Education today must go beyond the traditional attitudes and approaches used in the past. Adapting teaching styles to reflect flexibility will allow teachers to be responsive and effective in their efforts to meet the diverse needs of students.

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