



UNIVERSITI TEKNOLOGI MARA

SED501: ADMINISTRATION OF PHYSICAL EDUCATION AND HEALTH EDUCATION IN SECONDARY SCHOOL

Course Name (English)	ADMINISTRATION OF PHYSICAL EDUCATION AND HEALTH EDUCATION IN SECONDARY SCHOOL APPROVED
Course Code	SED501
MQF Credit	3
Course Description	The course is designed to introduce to students the basic concepts of administration and organization Physical Education and Health in secondary school. The subject matter includes the various theories of approaches, methods, strategies, and techniques in administration and origination of Physical Education and Sports. Students will be exposing to the legal aspect of PE and sport and also the principle of risk management.
Transferable Skills	Management of Physical Education in the school
Teaching Methodologies	Lectures, Demonstrations, Field Trip, Problem Based Learning (PBL), Discussion, Presentation, Self-directed Learning, Directed Self-learning
CLO	CLO1 Demonstrate the concepts of administration and organization. CLO2 Describe the management aspects in school CLO3 Organize sports program effectively in school CLO4 Practice awareness on safety in management and administration aspects
Pre-Requisite Courses	No course recommendations
Topics	
1. Introduction and management process 1.1) n/a	
2. Understanding administration 2.1) n/a	
3. Decision Making and philosophical issues 3.1) n/a	
4. Athletic program and management structure 4.1) n/a	
5. Secondary schools management program 5.1) n/a	
6. Class management 6.1) n/a	
7. Recreational management program and coaching 7.1) n/a	
8. Teaching physical education 8.1) n/a	
9. Supervision 9.1) n/a	
10. Stress management and Evaluation 10.1) n/a	
11. Facility management 11.1) n/a	
12. Finance management 12.1) n/a	

13. Public Relation

13.1) n/a

14. Reflection and Conclusion

14.1) n/a

Assessment Breakdown		%		
Continuous Assessment		100.00%		
Details of Continuous Assessment	Assessment Type	Assessment Description	% of Total Mark	CLO
	Assignment	Analysis of School Website	20%	CLO3
	Assignment	Grouping Work and Report	30%	CLO2
	Presentation	Individual Presentation	30%	CLO1
	Written Report	Individual Report	20%	CLO4
Reading List	Recommended Text	Charles. A., March. L 2002, <i>Management of Physical Education and Sport</i> , 12 Ed., McGraw-Hill Higher Education		
Article/Paper List	This Course does not have any article/paper resources			
Other References	This Course does not have any other resources			