

**ADMINISTRATION EDUCATION MODERNITY AND ITS IMPACT IN RELIEVING
THE WRITTEN BURDENS ABOUT TEACHERS****Hind A.majeed Abu- Lubad**

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ABSTRACT: *The present study aimed to identify the impact of the only modern educational management in alleviating the burdens written for teachers, and to achieve the objectives of the study researcher followed the descriptive analytical approach, and then the researcher tool, a major search one which is a questionnaire consisting of (20) items have been applied to the study sample Which was randomly selected from the study society to reach (400) teachers and administrators. The study found that there is a statistically significant effect of the modern educational administration in reducing the written burden on teachers, The lack of Gedo and the impact of a statistically significant management of modern education in alleviating the burden of clerical teachers according to sex, the study recommended the need to work on activating the standards and principles of modern educational management.*

KEY WORDS: administration, education, modernity, written.

INTRODUCTION

Modern educational administration is considered one of the innovations of modern times because it is an essential aspect of human society. At the level of American society has moved (management science) to the field of education from industrial and commercial enterprises, and then it was (the science of management) established in institutions of a commercial and industrial nature in the field of education. Since education is the driving force and the driving influence in various other activities is also the educational and social process that is fed by the society in various necessary technical cadres, and in the fact that the concept of management includes many different meanings, leading to the difficulty of developing a definition determined in a few words, The administration varies according to its different fields. There are the management of social institutions and the management of educational institutions and others (Saleh, 2011) .

In view of the nature of the written burdens required of the teachers of the basic and secondary stages and the intellectual and physical efforts involved, it was necessary to identify the impact of modern educational administration in alleviating such burdens on the teachers, without harming the educational process. From here this study came to learn about the impact of the Modern educational administration in reducing the written burden on teachers.

Problem of the Study:

We are still talking about the scientific acceleration and the age of technology, and with the existence of many computer programs that will reduce the burden on teachers, especially the burden of writing, but we still note the refusal of a large number of school principals of the software, for several reasons, notably the weakness of knowledge Managers with this software and the strict adherence to the laws and regulations with the presence of the powers that give managers the

freedom to make decisions that are in the interest of the educational process, so we will try in this study to recognize the impact of modern educational management in reducing the written burden on teachers.

Questions of the Study:

1. Is there an impact of the modern educational administration in reducing the written burden on teachers?
2. Do The impact of the modern educational administration in reducing written burdens on teachers varies according to the gender of the director (male, female).

Objectives of the study:

The present study aims at identifying the effect of modern educational administration on reducing the written burden on teachers . Is this difference different according to the sex of the school principal?

The importance of studying:

The importance of the present study stems from the importance of providing the appropriate environment for the teacher so that he can provide all his knowledge and skills to the students, and that he is not burdened with the tasks of writing that can be dispensed electronically.

Study terms:

Management: The service means a person who works in the administration and serves others . It is known by Sayed Khair Allah (2008): The use of material available by third parties to achieve certain objectives. Known and Vance Stanley (2008) are seen to as a decision - making stages of a T on the work of humanitarian forces in order to achieve the goals the previous report, this statement applies when two or more featuring their efforts to do work (Alguenbaa, 2009).

Elements The focus of the administrative process:

1. The administration is linked to organizations seeking common goals
2. The administration is established to achieve the objectives
3. The administration includes in addition to setting goals other sub-processes such as planning and confirmation of the implementation of plans
4. Making decisions is the basis of management (Mohammad, 2012)

Management characteristics:

There are distinct characteristics of the management of educational institutions from other departments, notably:

- Urgent necessity
- The public perspective
- The complexity of functions and functions
- Corrupted relations are necessary
- Technical and vocational rehabilitation of workers
- Measurement and evaluation problems
- Quality control (Merza et al., 2011)

What is the relationship between educational administration and school administration?

The term educational administration is different from school administration in terms of levels, business and competencies the educational administration: Business and higher levels in the central and decentralized educational system Planning. The school administration : It is based device on the implementation of educational policy and is led by director based responsibilities in guiding the school to claim the race to follow them full towards their children with TNF the y regulations and the regulations issued by the Department of Education and is considered the relationship between education and school administration management relationship with all part meaning that the school administration not more than Be a part of the educational administration(Saleh, 2011)

Educational Administration Rules :

First : the administration is required for each collective effort , which means that human efforts, whether small or large, become unable to achieve their objectives in the absence of administrative organization .

Second : Management is an activity related to the completion of work by another, which shows the administrative role in directing all efforts towards the goal in the easiest and least cost.

Third : Management achieves optimal use of human resources and financial resources.

Fourth: Department of Education is closely linked to the state legislature and the laws, so as not a contradiction between the objective of the educational administration and what the aim of the state.

Fifth : Satisfying the needs and desires of humanity inside and outside the laboratory by harmonizing the interests of the individual with the interests of the state (Al- Qnaba'i , 2009) .

The importance of educational administration:

Educational management helps the teacher to plan and implement the material he is teaching , It also helps the teacher to know the limits of his job and his position from the organizational pyramid of the educational process , the teacher will be able to educate and guide students only if you know the multiple leadership methods , and the teacher to understand all the administrative tasks or supervisory and the provision of services to the community , The teacher is able to participate in all the committees in which he is a member in addition to follow up the work Knowledge of the educational administration develops the skills of imagination, creativity and development of teachers , and administrative knowledge in general means the optimal utilization of resources, satisfying the satisfaction of many needs Humanity (Muhammad, 2012) .

Objectives of Educational Administration :

1. Drawing up the educational policy and assisting the school administration financially and financially in implementing it.
2. Supervising the school administration to ensure the implementation of policies and thus reach the goals.
3. Develop future development and growth plans for the school .
4. Providing the school administration with the necessary manpower.
5. Finding the right environment to achieve the desired goals.
6. Full supervision of the implementation of current and future school projects (LUNENBURG , 2012) .

Criteria by which the objectives of the educational administration can be achieved :

The **first criterion:** Identification of authorities and responsibilities for each function and ensure proportionality between them, and it is essential that the relationship phenomenon and clear between superiors and subordinates any absence of more than one person has power over another person, and this is what is called the matter, and this principle means that there is one president He is the final responsible for the work.

Standard 2 : Delegation of authority , ie giving the president permission to his subordinates to do certain things.

The **third criterion:** taking into account the appropriate standard of supervision, ie , that there are limits to the number of subordinates who can be supervised by one individual without fatigue or fatigue, allowing the performance of work effectively, but there is no limit optimal supervision since it depends on several factors such as time specified forth supervision and diversity The importance of the activity to be supervised and the president's ability to replicate. Repeated processes require less time to process them than those of a new nature (Saleh, 2011).

The fourth criterion : Functional specialization , means that the person does one particular job proficiency and benefit him more than others and specialization in the field of management has many advantages: it increases the skill of individuals and maintain the time of loss as a result of the shift from work to another and the individual can think about one subject In an economical way in the mental effort as well as it facilitates the control and follow-up as a result of full knowledge of the details and minutes of work.

Fifth criterion: taking into consideration the environmental and human resource needs of the environment

Standard 6: Achieving the principle of coordination.

Seventh criterion: effectiveness of communication (LUNENBURG , 2012) .

METHODOLOGY OF THE STUDY

The present study aimed to identify the The impact of educational administration in alleviating the burdens written for teachers, and to achieve this goal , the researcher adopted a descriptive analytical approach and methodology, in the collection and analysis of data to test the hypotheses of the study, and to answer its questions and to achieve the overall objective of .

The study population:

Be Community studying Current All the teachers and administrators working in the Directorate of Education Jerash and (4800) employees.

Sample of the study:

Included a sample the current study is conducted on (400) employees of the Jordanian Ministry of Education of the Jerash Education Directorate.

Study tool:

The researcher Use the tool next in a plural Data :

It is a questionnaire to measure the impact of educational administration in alleviating the burden of clerical teachers, consisted of two parts, the first part covered the demographic characteristics of the study sample, and the second part covered questions related to the study by assumptions (20) paragraph.

Validity of the tool:

Has been standard on the number of arbitrators from the teaching staff in public and private universities, members of the faculties of education and its affiliates, who numbered 10 arbitrators, to arbitration if the terms of this scale concept are clear in a formulation and its meanings, have you prepared in a manner good, and so on if she was parts of the scale clear and fit with the staff of the Jordanian Ministry of Education teachers and administrators in the field, and after taking the views of the arbitrators has been modified a number of paragraphs and delete others to become the tool in its final form of (20) paragraphs and by agreement between the arbitrators amounted to (0.86).

Reliability of the tool:

researcher estimated factor reliability for phrases component of the tool current for the sample consisting of (400) teacher and administrator, the hit values factor alpha Cronbach (0.916) as he did estimated reliability coefficient in a way retail midterm and corrected by the equation of Spearman Brown, the hit values factor link between the two halves before the correction (0.682), reached after the correction (0.811), bringing the tool current of considered as measure appropriate to measure the impact of educational administration in reducing written burdens on teachers.

Procedures studying:

1. Obtain on approval official to apply tools on a sample studying.
2. Inventory a sample studying in a for teachers and administrators for the academic year (2018/2019 m) in the Directorate of Education of Jerash.
3. Application a tool studying on the sample and supervision direct during implementation tools studying explain the instructions for examiners.
4. Review questionnaires and exclusion none completed the answers and not updated, and conduct statistical treatments occasion.
5. Display results and their interpretation and discuss them.
6. Place recommendations and proposals.

Statistical Methods

- 1 . Factor Alpha Cronbach (Cronbach's Alpha) And retail Halfway, (split- half) Calculate coefficient stability axes different for a tool studying.
- 2 . Analysis of single variance on way (ANOVA)
3. Test (T-test)

Statistical Analysis and Testing of Hypotheses:

The first hypothesis: There is no significant statistical effect at the level of significance ($\alpha = 0.05$) of the modern educational administration in reducing the written burden on teachers.

Table (1) Test (ANOVA) Educational administration and clerical burdens

Source of Contrast	Total squares	Degrees of freedom	Average squares	F	sig
Between groups	6517.669	8	814.709		
Within groups	8197.417	391	134.384	6.063	0.000
Total	14715.086	399			

It is clear from the previous table that there is a statistically significant effect of the modern educational administration in reducing the written burden on teachers , at the level of significance ($\alpha \geq 0.05$), reaching the value of (F (Calculated) 6. 063 (Higher than the value of F (8/61), which is according to the statistical tables (2.10).

The researcher also calculated the practical significance (Practical Significance) By calculating the ETA box (n^2) Through the following law:

$$n^2 = \frac{SSa}{Sst}$$

And then calculate the value of the impact f) Through the following law:

$$f = \sqrt{\frac{n^2}{1 - n^2}}$$

To be a value (f) Calculated (0.89). This result is interpreted accordingly For standard Cohn is great.

As Prepare size Impact Small if she was Value ($0.24 \geq f \geq 0$) and when the average ($0.39 \geq f \geq 0.25$) and great for blood ($1 \geq f \geq 0.40$).

The second hypothesis: There is no difference of statistical significance at the level of significance ($\alpha = 0.05$) for the modern educational administration in reducing the written burdens of teachers according to the sex of the director (male , female).

Table (2) Test (T-test) Educational administration and burdens written according to sex

Sex	N	Mean	Std. Deviation	Std. Error Mean	T	df	sig
Male	180	154.7222	13.83084	2.30514			
female	220	155.9412	15.56402	2.66921	0.347	398	0.731

It is clear from the previous table that there is no statistically significant effect of the modern educational administration in reducing the written burdens of teachers by sex, at the level of significance ($\alpha \geq 0.05$), reaching the value of (T (Calculated) 0. 347 (A value of T (398), which according to the statistical tables (1.98).

RESULTS

1. There is a statistically significant impact of the modern educational administration in reducing the written burden on teachers d.
2. There is no statistically significant effect of modern educational management in alleviating the burdens written for teachers according to sex.

Recommendations:

1. Working to activate the standards and principles of modern educational management.
2. Holding training courses for school principals on the use of modern technology.
3. Giving school principals more authority in dealing with teachers in matters of writing.

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