

İSTANBUL GEDİK UNIVERSITY
FACULTY OF HEALTH SCIENCES
DEPARTMENT OF CHILD DEVELOPMENT
CGE306 EARLY CHILDHOOD APPLICATIONS
PRACTICUM GUIDE

GENERAL INFORMATION	
Course code and title	CGE306 Early Childhood Applications
Course objective	This course aims to enable students to comprehend preschool education institutions, administrative structures, and program variations from a child development perspective, and to gain professional practice experience by observing developmental and educational practices on-site within these institutions.
Instructor	Asst. Prof. Dr. Nefise ÖZOK BULUT
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Course Details						Weekly Course Hours	
Semester	Term	Type	Language	Credit	ECTS	Theory	Practicum
2025-2026 Spring	6	Compulsory	Turkish	6	7	2	8

WEEKLY SCHEDULE		
Week	Date	Applications And Academic Tasks
1	February 2, 2026	*Providing information about the practicum directive
2	February 9, 2026	*Institution observation, meeting with the school principal and the teacher
3	February 16, 2026	*Institution observation
4	February 23, 2026	*Classroom observation *Identifying the children to be observed for the development report
5	March 2, 2026	*Classroom observation *Observing the children identified for the development report
6	March 9, 2026	*Observing the teacher and children *Observing the children identified for the development report
7	March 16, 2026	*Observing the teacher and children *Observing the children identified for the development report
8	March 23, 2026	*Submission of the daily plan prepared for April 6, 2026 (ANNEX 4) ***No institution placement will be attended on the specified date.
9	March 30, 2026	Midterm Portfolio Submission ***No institution placement will be attended due to the midterm exam week. ***On the specified date, you must submit your portfolio in person in exchange for a signature.
10	April 6, 2026	*Implementation and Evaluation of the Approved Daily Plan (1st Plan - ANNEX 4) *Concept List (ANNEX 6) *Values List (ANNEX 7) *Observing the children identified for the development report
11	April 13, 2026	*Implementation and Evaluation of the Approved Daily Plan (2nd Plan - ANNEX 4) *Concept List (ANNEX 6) *Values List (ANNEX 7) *Observing the children identified for the development report

12	April 20, 2026	*Implementation and Evaluation of the Approved Daily Plan (3rd Plan - ANNEX 4) *Concept List (ANNEX 6) *Values List (ANNEX 7) *Observing the children identified for the development report
13	April 27, 2026	*Implementation and Evaluation of the Approved Daily Plan (4th Plan - ANNEX 4) *Concept List (ANNEX 6) *Values List (ANNEX 7) *Observing the children identified for the development report
14	May 4, 2026	*Implementation and Evaluation of the Approved Daily Plan (5th Plan - ANNEX 4) *Concept List (ANNEX 6) *Values List (ANNEX 7) *Observing the children identified for the development report
15	May 11, 2026	*Implementation and Evaluation of the Approved Daily Plan (6th Plan - ANNEX 4) *Concept List (ANNEX 6) *Values List (ANNEX 7) *Observing the children identified for the development report
16	May 20, 2026	Final Portfolio Submission ***On the specified date, you must submit your portfolio in person in exchange for a signature.

ASSESSMENT

Student success in this course will be determined based on the midterm report and the final report. The assessment percentages for the course are provided below:

Midterm Report Submission: %40

Final Report Submission: %60

A signed attendance sheet must be submitted along with the portfolio for both midterm and final report submissions. The submission deadlines for the reports are specified in the weekly schedule.

Requirements for the Midterm Report

- Report Cover Page (Create a report cover page using the template provided in the appendix).
- Institution Observation
- Classroom Observation
- Observation of the Teacher and Children
- Practicum Attendance Sheet (Photocopy)

Requirements for the Final Report

- Report Cover Page (Create a report cover page using the template provided in the appendix).
- Daily Plan and Its Evaluation (6 pieces)
- Concept List (1 piece)
- Values List (1 piece)
- Developmental Observation Forms filled out for 1 girl and 1 boy (9 pieces for each child) and the developmental reports generated in line with these forms (1 piece for each child)
- Reflective Journal (1 piece)
- Student Evaluation Form filled out by the educator personnel and placed in a sealed envelope
- Practicum Attendance Sheet (Original)

NOTE: Sharing photographs or videos of children in the practicum institutions on social media or any digital platform constitutes a violation of children's personal rights and privacy. Such shares are strictly prohibited, and any legal liability that may arise belongs entirely to the student. Furthermore, pseudonyms (e.g., A.Ö.) must be used in the prepared reports instead of the real names of the children.

NOTE: The term "educator personnel" used in this guide refers to the responsible teacher who directly guides the student at the institution during the practicum process. The supervising educator personnel must be a graduate of Child Development or Preschool Education undergraduate programs and must have at least two years of professional experience in the field.

PRACTICUM PRINCIPLES OF EARLY CHILDHOOD APPLICATIONS COURSE

- **Regulatory and Program Reference:** All processes, weekly schedule, educational tasks, and forms presented in the appendix within this guide have been structured based on the 2024 Preschool Education Program put into effect by the R.T. Ministry of National Education General Directorate of Basic Education. It is compulsory for students to reference the philosophy, acquisition/indicator pool, concept, and values lists of this current program during their practicum and reporting processes.
- **First Week Orientation:** During the first week you go to the practicum school, meet with the school principal, administrative staff, and your guiding educator personnel.
- **Attendance Obligation:** Within the scope of the practicum, you are required to complete 12 working days without any deficiency. In case of absenteeism, the educator personnel will directly contact the instructor responsible for the course. Compensation for missed days is compulsory.
- **Signature Process:** Practicum attendance sheets must absolutely be signed by the guiding educator personnel at the end of each practicum day.

DETAILS OF WEEKLY TASKS AND REPORTING GUIDE

1. Institution Observation Report

Observe the institution where you are performing your practicum in detail. Include the following areas in your report:

- Floor characteristics, use of colors, health and safety measures.
- The number of classrooms, teachers, and staff in the school, and administrative offices.
- Common areas (Infirmary, entrance-exit area, cloakroom, sports/multi-purpose hall, playroom, sleeping room, toilets/sinks, kitchen, and garden/outdoor play area).
- **Evaluation:** In light of the data you have obtained, discuss the sufficiency of the institution's physical facilities in meeting children's developmental needs and report your recommendations.

2. Classroom Observation Report

Analyze the current status and learning centers of the classroom where you are doing your internship within the framework of the following questions:

- How many teachers and children are there in the classroom? What is the age group of the children?

- Are there children with special needs in the classroom? If any, which disability/need group do they belong to?
- Is the physical space of the classroom sufficient for children to move freely? What is the level of health and safety measures?
- Which learning centers are located in the classroom? What materials are available in these centers, and what is the layout plan?
- For what purpose are the visual materials (bulletin board, graph, picture, etc.) in the classroom used?
- **Evaluation:** Report your developmental recommendations regarding the classroom environment.

3. Observation of the Teacher and Children

Observe how the guiding educator personnel integrates the school, garden, classroom, and learning centers into the educational process under the following subheadings:

a) Examination of Activities During the Day: List the activities implemented throughout a full day chronologically. Note the teacher's guidance roles and behaviors during these activities.

b) A Child's Day at School: Observe the process from the children's arrival at school until their departure, without interfering with their work.

- Approximately how much time do they spend on which activity?
- Can they use the learning centers according to their own preferences? Is their access to materials comfortable?
- Discuss in your report how you can use the information obtained from this observation in the plans you will make yourself.

c) A Day of the Educator Personnel at School: Focus on the teacher's one-day time management. Examine the period from the morning arrival time to the day evaluation time; the time allocated for play, and the teacher's role during play. Report the teacher's planning (monthly/daily) processes, the status of using ready-made plans, collaborations with colleagues, and family participation/communication channels (WhatsApp, face-to-face, etc.).

d) Examination of Classroom Management: Observe how the teacher provides transitions between activities and which techniques they use in classroom management. Evaluate how the physical environment can be better organized to

facilitate classroom management and whether children with special needs are taken into consideration in the plans.

e) Instructional Methods-Techniques and Communication: List the methods used by the teacher (Lecturing, question-answer, analogy, problem solving, brainstorming, project approach, etc.). Analyze the teacher-child communication, children's participation/response levels, and the active-passive and indoor-outdoor balance in the activities during this process.

4. Observation of a Child and Preparation of the Development Report

You are required to observe 1 boy and 1 girl in depth throughout the semester.

- **Personal Information:** In the report, state the ages of the children in months and their genders by using pseudonyms instead of their real names.
- **Data Collection:** You can obtain an observation notebook for developmental domains to record your observations. Note the child's play behaviors in learning centers, peer/teacher relationships, following directions, and material usage patterns in the form of anecdotal records.
- **Filling Out the Forms:** Record all observations in the Developmental Monitoring and Evaluation Form (ANNEX 1) and prepare the Development Report (ANNEX 2) based on these forms.
- **Language and Style:** When writing the development report, in accordance with the ethics of Child Development, first express the positive and strong sides of the child; then state the areas that need to be supported in a constructive language, avoiding negative/labeling expressions.

5. Implementation and Evaluation of the Daily Plan

- **Format:** Use the Daily Plan Format (ANNEX 4) when preparing your plans.
- **Originality:** Plans taken directly from any source that are not original will not be evaluated (Inspiration and adaptation can be made). Pay attention that the plans are in the integrated activity format and cover all learning centers and activity types.
- **Approval Process:** Plans must be approved by both the guiding educator personnel and the responsible instructor at the university before they are implemented.
- **Principles of Implementation:** Be present in the classroom before the children on the day of implementation and complete the preparation of materials and environment.

Take care to address children by their names. Ask for guidance from your educator personnel when you have difficulty.

- **Charts:** Perform a self-evaluation in terms of the program, teacher, and child after the activity. Meticulously process the concepts you include in the plan into the ANNEX 6 list, and the values into the ANNEX 7 chart.

6. Writing the Reflective Journal

It will be prepared to support your self-evaluation skills. Prepare 1 reflective journal containing your strong aspects throughout the process, the areas where you faced difficulties and needed support, the solution strategies you developed to overcome these difficulties, and the professional gains you obtained from this internship experience, and add it to your portfolio.



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FACULTY OF HEALTH SCIENCES
DEPARTMENT OF CHILD DEVELOPMENT

Student ID

Name & Surname

Name of the Practicum Institution

Supervising Instructor

Asst. Prof. Dr. Nefise ÖZOK BULUT

CGE306 Early Childhood Applications

Month, Year



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İSTANBUL GEDİK UNIVERSITY
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EARLY CHILDHOOD APPLICATIONS PRACTICUM ATTENDANCE SHEET

2025 – 2026 Academic Year
Spring Semester

Student's Name, Surname and Signature

Practicum School

PRACTICUM DATE	STUDENT SIGNATURE	EDUCATOR PERSONNEL SIGNATURE
INSTITUTION AUTHORITY (Name-Surname and Signature)		



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İSTANBUL GEDİK UNIVERSITY
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EARLY CHILDHOOD APPLICATIONS STUDENT EVALUATION FORM

Evaluation Criteria	Total Score	Student's Score
Comes to the practicum on time.	5	
Comes to the practicum by planning the activities.	5	
Makes the necessary material and environmental arrangements before the activities.	5	
Considers the needs and characteristics of the institution where they practice in their plans.	5	
Considers the suggestions and requests of the classroom teacher in their plans.	5	
Considers the ages and individual differences of the children in their plans.	5	
Establishes positive communication with children (words used, gestures, and facial expressions).	5	
Pays attention to attracting children's attention and ensuring transitions between activities.	5	
Dominates their activities throughout the practice and ensures classroom management.	5	
Pays attention to ensuring the active participation of all children.	5	
Provides a democratic learning environment.	5	
Can make explanations and give instructions suitable for the children's levels.	5	
Can give appropriate and sufficient answers to children's questions.	5	
Aims to advance the developmental level that children possess.	5	
Uses time efficiently.	5	
Finds instant solutions to problems experienced in the learning process.	5	
Observes and evaluates children well.	5	

Attaches importance to individual and group work.	5	
Includes adaptations for children with special needs.	5	
Includes family participation activities.	5	
GENERAL EVALUATION	100	
SUGGESTIONS		