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Technology of Creation Electronic Manual and Mechanisms of Organization the Teaching Process in accordance with It

Key words: *Educational process, information communication technologies, establishment of information system, creation, convenient source, provide opportunities, using hypertexts, electronic manual, related to, important sources, requirement, interface, assimilation, of reference, classified learning material, learning objectives, identify assimilation, improvement of assimilation, based on, content, consideration.*

Annotation: *In this article was widely written about developing electronic manuals as the basis of national electronic system and using such wind of electronic manuals in high educational system. Important principles of this articles is preparing electronic manuals and choosing educational content, restructuring according to reference phrases and main terms on electronic and computer technologies.*

Educational reforms should be based on learning advanced pedagogic technologies and its application on educational process. Pedagogic technologies is used to improve knowledge of students on educational process and to use modern principals, methods, form and means, as well as to use innovation methods in educational process. There is a need to solve effectively these tasks, using modern information communication technologies in educational process and establishment of information systems on this process.

The main objective of the development of electronic manuals is by using modern informational communication technologies creation of new pedagogic technologies in educational system. However, any advanced electronic manual cannot totally replace paper based manuals. Because manual is convenient source of individual learning of the students. Nevertheless, manuals is not convenient to control, test, and to find out the levels of their knowledge while electronic manuals provide these opportunities for the students. In comparison of usual manuals electronic manuals can simplify the opportunities of human mind, particularly, using maximally listening and mental memory, and simplify confirmations, examples and memorizing and understanding of existing terms. Therefore, it is not enough to choose good manual to create electronic manual, but also it is required to enrich it with multimedia means and to develop it using complete hypertexts. It is found out that electronic manual should not become text consisting of images or reference book and it should not be forgotten that its tasks are completely different.

It is required to fulfill many tasks on development electronic manuals in applying information system on educational system. Particularly, it is considered to be actual in developing electronic

manuals as a basis of national electronic system developed in modern high education system. The terms related with electronic manuals has structurally changed for 20 years. With the development of computerization process, many terms used in electronic manuals has gone out of date and usage in experience. Hence, it is required to define terms related to electronic manuals.

The terms related to electronic manuals are following: educational electronic literatures; electronic manual; electronic educational manuals; hypertext, visualization.

"Electronic manual" and what it is difference from usual manual? Usually electronic manual is set of training, testing, modeling and other programs placed in magnetic mediums (hard disk or floppy) of PC, where reflected the main scientific content of educational discipline. EM often complements usual manual, especially effective in cases when it provides momentously feedback; assists in quich finding of needed information (as well as contextual search) which is difficult in usual manuals, along with short text – shows, tells, models etc. (that is where the opportunities and advantages of multimedia technologies) quickly, but at a pace best suited for a particular individual to test knowledge of particular topic.

The requirement of "electronic manual" system. On its basis the principles for the protection of environment of electronic manuals. For effective functioning of human in electronic learning system, regardless of the task solved by researcher, particularly important visualization data sources, intermediate results of the processing, providing a common format for the current and the final information in the form of reflections, adequate to human visual perception and convenient for unambiguous interpretation of the obtained results. An important requirement is its intuitive interface. It should be noted that the control elements of the interface should be easy and obvious, however, they should not distract from the main content, except when control elements themselves are the main contents.

There are different versions of preparing electronic manuals; we will provide the technologies of preparation of electronic manuals.

Technologies of preparing electronic manual are based on differential and individual approaches and linear and directional planned method of teaching. Electronic manual is based on the following directions:

1. Learning material content will be selected according to educational differential approach and suitability to everybody.
2. The content of the learning subject will be divided to modules. Modules are the parts which is made convenient to learn theoretic content of the learning subject. Modules are the new pedagogic technologies based on practice, with relation to the subjects, binding the objectives of education to prospective results, appropriate ways, methods, processes, means and set training forms guaranteeing getting results.
3. Based on training method of linear and directional programming of formulated subject content.
4. Classifies the formulated material content based on reference phrases and main terms, and restructuring. Assimilation of classified learning material is based on individual approach.
5. For the students according to linear and directional programming provides an opportunity to control assimilation his/her and improvement of assimilation.
6. The student's assimilation of learning material content is connected with assimilation of reference phrases and main terms I, II, III, IV – systematic assimilation levels.

7. For the learning materials' each theme or module individually classified (I, II, III, IV – systematic assimilation levels opportunities) B. Blum recommendation of learning objectives: based on knowing, understanding, using, analyzing, synthesizing, and evaluation formulating test and questions set. Thus, educational objectives or expressing the instructor's expression on learning content "Whom, Why, What, When and How" questions will be formulated as students learning objectives, "What he/she knows and thinks?", "What he/she is doing?", "What is he/she feeling?" from these question will be transferred control question.

8. In order to identify assimilation level of the student will be used common differential approach of learning material using linear programming method.

9. Improvement of assimilation of level of the student of learning material is based on directional programming.

10. The student in order to improve assimilation level will use classification version. Learning materials according to reference phrases and main terms will be restructured. For each reference phrase and main terms will be provided individual control tasks with theoretical materials and test questions which is continent to learn material precisely and deeply.

11. According to specified principals learning material will be entered to the computer and the student can use them. Electronic manual is one of the new technologies.

Preparing electronic manuals for using based on directional program: choosing educational content each subject, restructuring it according to reference phrases and main terms; preparing control questions based on systematic feedbacks for each part of the learning material of the topic; to fulfill important task of student's understanding of his/her mistakes and repeating studied materials in order to corrects his mistake which requires hard work, more time, knowledge and skills.

Taking into consideration above mentioned, if there will be created electronic manuals of subjects of high education system and electronic manuals will be added to national electronic network students' and teachers' work will be simplified.

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