

Introduction

This book is written for the students who aspire to pursue their studies in the field of educational administration through the medium of English. In order to meet the language needs of these students, university professors and current authentic textbooks and relevant articles in the area have been consulted. Care has been taken to use materials which students in this discipline encounter in their studies in terms of theory, research and practice. However, the main emphasis, as expected, has been placed on the language which embodies this content.

The areas which this book in units includes are, but not limited to: beginning a career in educational administration, leadership and management, models of educational administration, nature of decision making, current developments in educational administration, individuals in schools, and authority and administrative behavior.

Obviously, books written to teach *English for academic purposes* try to realize the goals that curriculum specialists, considering the needs of many stakeholders, including the society, teachers, learners, and publishers have deemed as pivotal in terms of both language and content. These goals, as far as the language itself is concerned, are mainly the teaching of reading skills, reading strategies, vocabulary development, context specific structure, syntax and vocabulary, and also skills such as paraphrasing, note-taking and summarizing. The intention in the writing of this book has been to help realize these goals. However, the extent to which it has been able to achieve these goals in important ways depends very much on how it is used, and in the case of shortcomings, on all stakeholders gracious comments, suggestions and criticisms which will gratefully be included in the future editions.

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Summer, 2014