**“E-PEDAGOGIES FOR TVET TEACHERS IN VIETNAM”**

**Course responsible trainer:** Jan Nauman (reachable during self-study/asynchronous phases via email, Big Blue Button, or MS Teams)

# **1. Course overview**

The course aims at enabling the participants to plan, design, conduct and evaluate inclusive teaching and learning activities with digital media which are of a high pedagogical and didactic quality and tailored to their respective target groups. This includes fully online (e-learning), blended learning and classroom teaching with digital technologies. Participants get an overview on modern, student-centered pedagogical and technological theories and concepts as well as tools and applications for digital teaching and learning activities. During the highly interactive and practical online courses participants directly apply the acquired knowledge on individual e-learning projects.

# **2. Training content**

* Concepts for teaching and learning online (Instructional Design)
* Digital teaching and learning methods and e-didactics
* Concepts and models for developing online teaching and learning scenarios (storyboard writing)
* Online course organization and structures
* Digital media tools and applications
* Media design and production (text, images, presentations, videos)
* Online communication techniques
* Barrier free aspects of digital teaching and learning
* Tipps and tricks, dos and don‘ts

# **3. Learning outcomes**

On completion of the training, participants are able to

* describe relevant pedagogical theories and concepts regarding e-learning
* compare different scenarios, formats, tools and applications of digital teaching and learning
* design (e-)didactical concepts for teaching and learning with digital media
* plan, conduct and evaluate teaching-learning activities with digital media
* teach students on the fundamentals of digital media usage
* use digital production and communication tools
* develop digital teaching and learning material communicate with students online.

# **4. Training format**

The training is conducted in a fully online format with synchronous online training sessions combined with self-learning phases. During the self-learning phases, participants are required to work on their own digital teaching and learning projects.

# **5. Requirements**

* Notebook / PC
* Stable internet connection
* Integrated or external microphone
* Webcam
* Before the training: all participants register an account on www.atingi.org based on the instruction video provided with the invitation.
* First day of training: all participants register an account on Padlet (access procedure will be announced on the first training day)

# **6. Schedule and workload**

Total workload of each course: **50 hours** (28 hours live online training sessions, 22 hours self-learning/project work)

2 S\*= synchronous learning unit

3 A\* = asynchronous learning unit

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Session No.** | **Date** | **Time/**  **Duration** | **Phase** | **Content** | **Person** |
| Prep. | Thu  03.09. | 16:00  -  17:30 | S\* | * Introduction of trainer and participants * Familiarization with the digital infrastructure * Test of the digital infrastructure | Interpreter  Trainer  Technician |
| 1 | Mon  06.09. | 13:30  -  17:30  (4h) | S\* | * Introduction of trainer and participants * Overview of the course * Requirements and workload for partici­pants * Training methodology (task-orientation, self-learning, …) * What is e-learning, blended learning, virtual learning etc. and what is the difference? * Introduction to the virtual learning environ­ment (Moodle) | Participants  Trainer  Interpreter |
| 3 | Tue  07.09. | 13:30  -  17:30  (4h) | S\* | * Digital teaching and learning methods and e-didactics * Basics of Instructional Design * Concepts and models for developing online teaching and learning scenarios (storyboard) * Explanation of the asynchronous tasks | Participants  Trainer  Interpreter |
| 2 | Wed  08.09. | 13:30  -  16:30  (3h) | A\* | * Creating a personal profile in Moodle * Start designing a self-made glossary | Participants  Interpreter  (Trainer back-up, Mail,  BBB, Teams) |
| 4 | Thu  09.09. | 13:30  -  16:30  (3h) | A\* | * Creating a storyboard for an e-learning unit | Participants  Interpreter  (Trainer back-up, Mail,  BBB, Teams) |
| 5 | Fri  10.09 | 13:30  -  17:30  (4h) | S\* | * Discussion of possible questions and prob­lems regarding the task * Introduction of assorted digital media tools and applications * Media design and production (text, images, presentations, videos) * Explanation of the asynchronous task (homework) | Participants  Trainer  Interpreter |
| 6 | Sat  11.09. | 13:30  -  17:30  (4h) | A\* | * Assemble teaching materials with Padlet * Assemble teaching materials with Moodle | Participants  Interpreter  (Trainer back-up, Mail,  BBB, Teams) |
| 7 | Mon  13.09. | 13:30  -  17:30  (4h) | S\* | * Presentation of Padlet board and discussion * Online communication techniques * Methods to activate the learners * How to use open online resources * Explanation of the task (homework) | Participants  Trainer  Interpreter |
| 8 | Tue  14.09. | 13:30  -  17:30  (3h) | A\* | * Create educational materials (presentation) on netiquette and online communication with Canva | Participants  Interpreter  (Trainer back-up, Mail,  BBB, Teams) |
| 9 | Wed  15.09. | 13:30  -  17:30  (4h) | S\* | * Presentation of the work done with Canva * Creating teaching materials with H5P * How to use and integrate H5P made content on Moodle | Participants  Trainer  Interpreter |
| 10 | Thu  16.09. | 13:30  -  18:30  (5h) | A\* | * Developing different types of (self-) assessments and quizzes with H5P. | Participants  Interpreter  (Trainer back-up, Mail,  BBB, Teams) |
| 11 | Fri  17.09. | 13:30  -  17:30  (4h) | S\* | * Presentation of the work done * Barrier free aspects of digital teaching and learning * Social media in education * Explanation of the task (homework) | Participants  Trainer  Interpreter |
| 12 | Sat  18.09. | 13:30  -  17:30  (4h) | A\* | * Finishing the self-created online course * Uploading the structured online course on Moodle | Participants  Interpreter  (Trainer back-up, Mail,  BBB, Teams) |
| 13 | Mon  20.09. | 13:30  -  17:30  (4h) | S\* | * General feedback to the produced e-learning modules * Tipps and tricks, dos and don‘ts | Participants  Trainer  Interpreter |
| 14 | Tue  21.09. |  | S\* | * Depending on upcoming interests and questions | Participants  Trainer  Interpreter |