



















### 2-Day Intensive Seminar/Workshop:

# Essential e-Learning Skills

### for Language Teachers



The Centre for the Advanced Study of the Arab World (CASAW), a joint initiative between the universities of Edinburgh, Durham and Manchester, runs a 2-day intensive CPD training programme in essential e-Learning skills for language teachers as follows:

**Date**: 18-19<sup>th</sup> Jan 2013 Time: Fri – Sat, 0900-1700

Venue: CASAW, University of Edinburgh

Type of event: Seminar and hands-on workshop

- Target number: 10-15 participants (Number of places are limited to allow trainees to work through their own specific e-learning issues and questions with the trainer)
- Trainer: Mourad Diouri, eLearning Instructor & Developer, University of Edinburgh

#### Aims of the Course

This training will be delivered using a blended style of combining theory-based seminars with hands-on practical workshops. The training aims:

- to equip participants with the most essential, practical and easy-to-use e-Learning ideas, practices and technologies to use within and beyond the language classroom
- to introduce participants to a variety of (free) online educational tools and showcase how to integrate them effectively in teaching the four key language skills (Reading, Writing, Speaking and Listening)
- to build participants' confidence, knowledge and creativity to inspire them to use technology to their advantage

Due to time restrictions, the programme will not go into great detail, but rather will be provided in short "bite-sized" chunks

#### Training Skills, Themes & Programme

- 1. Essential e-Learning Terminology
- 2. Technophobe or Technogeek?: Teachers attitudes towards technology
- 3. Essential e-Learning Design Skills Checklist
- 4. Essential e-Learning Design Toolkit

#### **Training Programme**

- Pre-workshop activities
- Morning session: Theory-based seminar, presentations, pair/group activities, group discussions
- Afternoon session: Hands-on workshops, practical demonstration, individual web-based tasks

#### Who should apply?

- Practicing language teachers with an interest in, but little experience of, technology-enhanced language teaching
- You will receive a certificate of attendance when you complete the training

#### Feedback & Testimonials

"There are courses which make a great impact in our lives and careers; "Essential e-Learning Skills" is one of those courses. It raised my motivation to continue improving my use of modern technology. I would like to thank you for the highly inspiring, helpful and enjoyable workshop on Arabic e-learning. I am a very recently arrived digital immigrant. But the workshop gave me just the impetus I needed to get going, plus the plenty of very helpful materials, sources and tools to follow up. In addition to the essential and much-needed digital help, the opportunity for networking and finding out what is going on in other places regarding Arabic teaching was very valuable. This is the second time I have been on a CASAW event, where the excellent atmosphere created by the facilitator(s) was highly conducive to learning and social/professional mixing"

Lucy Collard, Senior Lecturer, Westminster University

#### **General Comments**

- Taking me to a new whole new world from which I am planning to avail a great deal
- Very good on helping reduce fears of IT and improving confidence
- Excellent atmosphere throughout the two days caused especially by the enthusiasm of the course instructor
- Very good on giving overview of what is going on "overall"
- Mourad you have been more than amazing. Thanks a million for everything

#### What was the best part of the course for you and why?

- IT lab work
- Hands on practice
- Networking with fellow teachers of Arabic
- The facilitator showed his mastery of the subject and his ability to deliver it.
- The delivery of the course was excellent
- Getting as much information as to follow up at home
- $\bullet$   $\;$  Help reduce my fears of IT Now I am keen to do hands on follow up at home
- Meeting all the teachers who were enthusiastic about their teaching and wanted to improve their work through
  updating their skills and everyone was so friendly which was lovely!
- The knowledge gained of the wide opportunities to use e-Learning in the classroom and to be able to exchange experiences and ideas with colleagues.
- I am discovering a new world of digital opportunities ready to be used and I am learning how to create new materials.

#### What might you do differently as a result of what you have learned on the course?

- I shall update my skills as I realised how many gaps need to be filled!
- Definitively I will spend part of this summer break to explore the vast digital world open to Arabic teachers and
  practice as much as I can to deliver more attractive lessons to engage my digital-native students in a new enjoyable
  way of learning.
- I will share what I learned with my colleagues at school and I am sure this will be of benefit to all the students.
- Will definitely include tools in my teaching (LOC, Screenshots, Issuu, HotPotatoes)









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# **PROGRAMME**

I INDOM/MINE		
	Day 1	Day 2
0830	Registration	
0900	Welcome & Introduction	Recap & Revision
	Discussion, Group-Work & Showcase	Discussion, Group-Work & Showcase
	<ul> <li>Essential e-Learning Terminology</li> <li>Teacher Attitudes to e-Learning</li> <li>Essential Checklist of e-Learning Skills - Part 1</li> <li>Essential Toolkit of e-Learning Skills - Part 1         <ul> <li>Essential Hardware</li> <li>Web Browsing and Searching</li> <li>Text Processing</li> <li>Essential Keyboard Shortcuts</li> <li>Learning Platforms or VLEs</li> </ul> </li> </ul>	<ul> <li>Opportunities &amp; Challenges of e-Learning</li> <li>Essential Checklist of e-Learning Skills – Part 2</li> <li>Essential Toolkit of e-Learning Skills – Part 2</li> <li>Designing e-Assessment Resources</li> <li>Designing Audio Resources</li> <li>Designing Visual Resources</li> </ul>
1100	Comfort Break	Comfort Break
1115	Using technology to teach  O Writing Skills  O Reading Skills	Using technology to teach  Speaking Skills  Listening Skills
1300	Lunch Break	Lunch Break
1430	Group & individual IT lab hands-on workshop  • Group-based project (part 1)	Group & individual IT lab hands-on workshop  Group-based project (part 2)
1530	Comfort Break	Comfort Break
1700	End of day 1	Conclusion & Recap - End of event