

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
- 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!
- Definitely 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)

2-Day Intensive Training: Essential e-Learning Skills for Language Teachers

PROGRAMME

	Day 1	Day 2
0830	Registration	
0900	Welcome & Introduction	Recap & Revision
	Discussion, Group-Work & Showcase	Discussion, Group-Work & Showcase
	<ul style="list-style-type: none"> • Essential e-Learning Terminology • Teacher Attitudes to e-Learning • Essential Checklist of e-Learning Skills – Part 1 • Essential Toolkit of e-Learning Skills – Part 1 <ul style="list-style-type: none"> ○ Essential Hardware ○ Web Browsing and Searching ○ Text Processing ○ Essential Keyboard Shortcuts ○ Learning Platforms or VLEs 	<ul style="list-style-type: none"> • Opportunities & Challenges of e-Learning • Essential Checklist of e-Learning Skills – Part 2 • Essential Toolkit of e-Learning Skills – Part 2 <ul style="list-style-type: none"> ○ Designing e-Assessment Resources ○ Designing Audio Resources ○ Designing Visual Resources
1100	Comfort Break	Comfort Break
1115	Using technology to teach <ul style="list-style-type: none"> ○ Writing Skills ○ Reading Skills 	Using technology to teach <ul style="list-style-type: none"> ○ Speaking Skills ○ Listening Skills
1300	Lunch Break	Lunch Break
1430	Group & individual IT lab hands-on workshop <ul style="list-style-type: none"> • Group-based project (part 1) 	Group & individual IT lab hands-on workshop <ul style="list-style-type: none"> • Group-based project (part 2)
1530	Comfort Break	Comfort Break
1700	End of day 1	Conclusion & Recap - End of event