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WHAT IS THE TRAINING ABOUT

SOCIAL DIGITAL TRAINING GUIDE

This guide will provide you with the purpose and overview of the training on online teaching and learning that was developed within the *Digital social place for the next normal in education (PLACEDU)* project¹, which focuses on equipping teachers with knowledge and skills on how to successfully implement teaching and learning activities in an online environment.

The training focuses on how to successfully implement student-centred teaching in digital spaces. More precisely, it focuses on how create a better version of e-teaching and learning with the special focus on how we can improve features that are lost when transferring from physical to digital spaces. A special focus is also made on how to create inclusive online learning experience.

By taking part in this training, participants will enhance their skills and delivery of e-teaching and will be equipped with materials, tools and methods that will help them develop a feeling of community among learners and will encourage and improve their students' motivation, social skills and learning outcomes.



¹ For more information about the project, visit the website: <https://placedu-project.com/>



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WHO IS THE TRAINING INTENDED FOR

The training is intended for higher education teachers from various academic fields, as well as PhD students, other university staff and everyone that uses digital tools in their teaching practice.

The training course curriculum is dedicated to educators to support their effort for effective learning, social inclusion and community development during online education. It will help teachers deliver high-quality courses and improve their learner experience, and equip them with knowledge and skills on how to deliver e-teaching without loss in the fields of students' motivation, isolation, communication and hands-on experience.





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WHERE IS WHAT

All the materials for the training are available on the [PLACEDU](#) website. You can find them in the [Meta Platform](#) tab.

The screenshot shows the 'Meta Platform' website. At the top, there is a navigation menu with links: Home, About Us, Partners, Results, News, Meta Platform, and Contact. Below the navigation is a large yellow banner with the text 'Meta Platform' and a sub-link 'Home / Meta Platform'. The main content area is divided into six numbered categories, each with a vertical list of sub-items and a small 'P' icon:

- 1. Professional Engagement**
 - 1.1 Organizational Communication
 - 1.2 Professional collaboration
 - 1.3 Reflective practice
 - 1.4 Digital CPD
- 2. Digital Resources**
 - 2.1 Selecting
 - 2.2 Creating & Modifying
 - 2.3 Managing, Protecting, Sharing
- 3. Teaching and Learning**
 - 3.1 Teaching
 - 3.2 Guidance
 - 3.3 Collaborative learning
 - 3.4 Self-regulated learning
- 4. Assessment**
 - 4.1 Assessment strategies
 - 4.2 Analysing evidence
 - 4.3 Feedback & planning
- 5. Empowering learners**
 - 5.1 Accessibility & inclusion
 - 5.2 Differentiation & personalisation
 - 5.3 Actively engaging learners
- 6. Facilitating Learners' Digital Competence**
 - 6.1 Information & media literacy
 - 6.2 Communication
 - 6.3 Content creation
 - 6.4 Responsible use
 - 6.5 Problem solving



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The Platform is organized into **6 Modules**, under each of them you can find **Training Material** (where you can find all the information regarding the content of the module & download the module), **Best Practices & Methods and Tools**:

1. [Professional Engagement](#)
Training Material
download the module: [Professional Engagement](#)
2. [Digital Resources](#)
Training Material
download the module: [Digital Resources](#)
3. [Teaching and Learning](#)
Training Material
download the module: [Teaching and Learning](#)
4. [Assessment](#)
Training Material
download the module: [Assessment](#)
5. [Empowering Learners](#)
Training Material
download the module: [Empowering Learners](#)
6. [Facilitating Learners' Digital Experience](#)
Training Material
download the module: [Facilitating Learners' Digital Experience](#)



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The platform uses a LearnDash software. In order to get more acquainted with the features it, you can read the [LearnDash user guides](#).



CONTENT OF THE MODULES

The training consists of 6 modules covering the following topics: professional engagement, digital resources, digital pedagogy, assessment, empowering learners, and facilitate learners' digital competence. The content of the modules and the learning outcomes that learners will acquire after the training are briefly presented below:

Module 1: PROFESSIONAL ENGAGEMENT

This module focuses on how to increase the capacities, interact and innovate the teaching process by using digital technologies. By the end of this module, the teachers should be able to successfully stimulate teamwork, communication and critical evaluation in a digital environment.

Module 2: DIGITAL RESOURCES

This module focuses on how to select, create & modify, and manage, protect & share digital resources. By the end of this module, the teachers should be able to identify quality educational resources, modify, create and share these resources to adjust them to their



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objectives, students and teaching styles, and know how to use and administer the digital content responsibly, respecting the author rights and protecting personal data.

Module 3: TEACHING AND LEARNING

This module focuses on how to strategically implement digital resources in teaching in order to optimize learner interactions, as well as promote and elevate collaborative and self-regulated learning. By the end of this module, teachers should be able to utilize digital techniques to deliver an online course and formulate instructional pedagogical methods, employ digital methods to provide guidance and assistance within an online setting, utilize digital methods to devise a variety of collaborative learning activities, and create innovative digital formats and/or pedagogical methods to encourage independent learning.

Module 4: ASSESSMENT

This module focuses on how to select assessment strategies, choose digital assessment tools, and provide feedback in distance learning. By the end of this module, the teachers should be able to develop appropriate assessment strategies, utilize digital assessment tools, and construct helpful feedback for their learners.

Module 5: EMPOWERING LEARNERS

This module focuses on how to create accessible & inclusive, and interactive & engaging distance learning experience. By the end of this module, the teachers will be equipped with a range of student-centred interactive teaching methods that increase student engagement and motivation, and skills to design inclusive teaching experience.

Module 6: FACILITATING LEARNERS' DIGITAL COMPETENCE

This module focuses on facilitating learners' digital competence to use digital technologies creatively and responsibly. This encompasses facilitation of communication & collaboration, and awareness & critical thinking in the digital environment. By the end of



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this module, the teachers should be able to incorporate various educational tools to foster learners' online communication through collaboration and active participation, identify the underlying risks related to digital security, such as personal data and digital identity protection, and critically evaluate the credibility and reliability of information and its sources.



HOW TO USE THE MODULES

Each module covers a specific **topic**, along with **case studies**. All modules also contain **activity suggestions** (in a form of exercises) to help you learn and reflect more about the topic, which you may also find appropriate to use in your online teaching. At the end of each module, a list of references and suggestions for further readings are provided.

The modules are collected in a form of PPT presentations. The use of all training materials is free of charge. The modules are designed in a way that can be used individually without the outside guidance and can thus adapt to your needs and time. It is not necessary to complete all the modules. You may focus only on the topics that are of particular interest to you. However, to get a comprehensive understanding of the field, you are advised to complete all the modules.



If you want further information about the project, [contact](#) us.



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