



## **Report on BEFSA training**

### **ICT Skills for Teachers Training at University of Fort Hare**

**7-10 April 2008**

#### ***Project Overview***

SchoolNet SA was contracted by Microsoft to conduct ICT skills for teachers and Leadership for Education Managers training in Alice, East London. This first level training was meant to be condensed for trainees who have some ICT experience. This course was scheduled to be conducted from April 7 – 8<sup>th</sup>; and then move onto the training methodology for training of trainers on the morning of the 9<sup>th</sup> April. It was envisioned that they will thus appreciate why adult learning principles are important, why we adopt the cognitive apprenticeship model, just-in-time learning and other principles of the SchoolNet training approach. The training consisted of teachers / principals deciding what their personal priorities are, particularly in their respective educational roles and then progressing to more complex tasks they wish to accomplish using ICTs. There were more than 30 scenarios for teachers to work through and 24 professional growth scenarios for principals.

#### ***Overview of the Training***

##### **ICT Skills for Teachers/ Principals (7-8 April 2008)**

There were 20 participants that attended the training at University of Fort Hare. This course was supposed to be ICT skills for Teachers; however due to a minor miscommunication the trainer started training on ICT Skills for Principals and then resumed with additional scenarios from the ICT Skills for Teachers course. The methodology for both courses was the same and thus the integrity of the course was not compromised.

The venue was adequately prepared with sufficient computers; however the Internet was not functional on the first day. In addition the University was scheduled for load shedding from 10 am - 12 pm on the Monday, Wednesday and Friday of that week. The trainer was thus able to start training at 8:00 am until 10 am and then resume at 12:00 after load shedding. The training session was extended for the day to ensure that the required coursework was covered.

The participants were reported to be happy to have been given this opportunity and were interested in seeing how the PiL programmes integrate with each other. The participants were computer literate and this helped them develop useful tools for use in their respective roles. Some teachers expressed a need to have more access to computers to practice what they have learnt.

Two participants did not complete the course: SB Mlumbi and KS Vijayakurup

### **Train the trainer: ICT Skills for Teachers (9-10 April 2008)**

This training was meant to be a train the trainer course for both ICT Skills and Leadership for Education Managers. This training followed immediately from the ICT for teachers' course and it was assumed that the participants were principals and UFH faculty members. A general show of hands regarding roles and affiliation made apparent that the group consisted of 1 faculty member and 2 principals.

The course was scheduled to start at 12:00 pm due to load shedding. There were 20 participants at this training however Dr Robbie Kruger and Lizeka Pango were new to the group. Participants were all able to produce presentations and work with ease on the scenarios. The training model was discussed at length. Participants were then asked to lead the session and to give each other feedback.

All participants that attended this training are suitably qualified to conduct ICT skills courses for teachers.

#### ***Extracts from evaluations completed by teachers***

*The following comments extracted from the course evaluation forms indicate that on the whole the training was well received:*

"I am very pleased and happy about this training because it really helped me to know or do things that I did not know before and also meet other people. I will keep doing the exercises in my free time."

"Actually the course was a bit more advanced and I have learnt a lot. There is more that I know now and it has motivated me greatly."

"One might think that he/she knows but the exercise part might prove one wrong. I thought I knew, but I discovered that there is still a lot I need to learn in order to be a specialist."

"The training was fine, it wasn't difficult because some of the things I know, in other cases I met challenges but after ward I resolve(d) them by the help of the trainer."

"Training was relevant and useful. Could we have technical training next time so as to fix PCs when there are problems."

"It was a good course, with ICT there's always something new to learn, so it was a learning curve for me."

“The items were too basic for me, I needed more advanced stuff; maybe because I attended the training before.”

“The workshop was very fruitful to me, because I have learned a lot of new stuff. I hope that BEFSA will organise more of these kind of workshops.”

### **Conclusion and Recommendations**

The training sessions have been successful; participants have been exposed to a wealth of new resources, gained new skills to improve their administrative tasks as well as become suitably qualified trainers for the ICT Skills for Teachers course.

Our recommendations to further improve on future training sessions are as follows:

- Selection of participants to attend courses is very important.
  - Some participants reported that the ICT skills for teachers not advanced enough; this is attributed to them having attended the course before.
  - The Leadership for Education Managers course is designed for participants that are Principals, Deputy Principals or Educations Managers such as Faculty members. As such it is not possible to conduct the course for teachers for many reasons:
    - the course work is not appropriate for teachers;
    - Principals should attend the course as they need to understand why ICTs are important and why having courses such as ICT skills will benefit their teachers as well as help them adequately manage ICTs in their school. It is not necessary for Principals to be ICT literate; however it would be an advantage.

SchoolNet SA will work with BEFSA to further implement other Partners' in Learning courses. The *Help Desk Technical course* would be ideal to help schools take initiative in sustaining and maintaining their own computer centres and the *Webquest course* is designed for ICT literate teachers who are looking for exciting ways to integrate the use of ICT into their lessons. We look forward to working with BEFSA in their broad strategy to enhance curriculum-based teaching and learning by integrating ICT as a resource in Alice.