Certified Elearning Director

First Part

Contents:

1. ***Instructional Design: ADDIE Model:***
   "Sequential operations tying all components of eLearning"
   1. Instructional Design Introduction
   2. ADDIE Model:
      o Analysis (needs, audience, tasks)
      o Design (Designing Effective E-Learning; objectives, sequencing, strategy, delivery)
      o Development (contents, storyboard, courses)
      o Implementation (installation and distribution)
      o Evaluation (reaction, learnings, behaviours, results)
      o Exploring E-Learning Tools
   3. Reflections and Insights

2. ***Types of Recent eLearning:***
   "eLearning is a broad umbrella with so many formats and delivery modes"
   - Blended eLearning vs Full eLearning
   - Synchronous and asynchronous e-learning
   - Criteria for selecting the best eLearning delivery format (criteria include; Module type, audience, Intended Learning Outcomes, Training goals, Culture, ….etc.).
   - Real cases of several formats for eLearning delivery and learn the advantages and disadvantages of each.
   - Evaluation of each eLearning system

3. ***Demonstration on eLive Systems***

Part2

4. *Qualifications, Skills and Duties of the Director of E-Learning:*

- Skills required in the director of e-learning: (technical, administrative, academic)

- Strategic planning for e-learning

- The main tasks of the e-learning manager: (training, systems, consulting, data analysis, ...)

- E-learning systems management

- Managing electronic educational and training platforms

- Fundamentals of project management (planning, financing, implementation, monitoring)

- Job description for e-learning Director

5. *eLearning Management Approach*

 "Full Approach to eLearning operations is essential for success"

- e-Learning Management Frameworks

- E-Learning Assessment and Evaluation

- Quality measures in eLearning

- Full ePlatform inclusive of all systems

- Available integrated eLearning software

- Gained knowledge checks; covering ILO's; (quizzes, exams, projects, etc)"

- Advanced topics in e-Learning: Adaptive and Responsive e-Learning Systems

6. *Part 3: eLearning "Centre ; Setup and planning" Project*

- Every participant shall be asked to carry out an eLearning Project under supervision

7. *Hint*

Certification programme has a total 180 contact hours, divided into two parts:

- 30 hours direct training

- 150 hours for the certification project