

CED Training Plan 2023/2024



For the next academic year, the Centre for Educational development has planned for two types of training: training sessions and short training courses.

1. Training Sessions

These will be one hour each and will target all academic staff; they will be conducted on three main topics: modern teaching methods, assessments and integration technology in education.

Modern teaching methods:

- Promoting active learning in large class settings
- How to supervise
- Design Thinking Approach
- Using social media in teaching and learning
- Flipped classrooms
- Developing students' problem-solving skills using real-world problem-solving activities
- Effective strategies for engaging students
- Inquiry-based learning
- Developing students' critical thinking abilities through case studies
- Incorporating Universal Design for Learning (UDL) principles into curriculum design
- Research Teaching Nexus

Assessments:

- Designing effective assessments
- Moderation of assessments
- Rubric development
- Providing constructive feedback to students online
- Integration Technology in Education
- Steps of designing online/E- courses
- 21st Century learning tools- Kahoot
- Online collaboration tools-wiki and discussion forum
- Creating accessible course materials
- Promoting student online engagement

2. Short Training Courses

2.1 New Academics Training Course:

This training is designed to ensure that new academic staff are well prepared and well introduced to SU teaching environment. It includes the following topics.

- Teaching methods: An overview
- Outcome-based education
- Course learning outcomes alignment (the course profile)
- Assessments- design, administration and policies
- Using marking schemes/ rubrics
- Academic advising
- Introduction to SU learning management system (SULMS)
- Introduction to E-register
- Introduction to SU important policies

2.2 Technology Modular Training

Participants of this modular training will be nominated from different faculties by their deans. Time allocated for this training will be counted as part of their loads. Certificates will be issued at the end of this training. This modular training will include three modules as per the Unified Guide of Professional Development. A summary of the topics that will be covered is presented below.

Modular 1: Teach an online course (14 hours)

- Use of cloud(web) services
- Using LMS for teaching: Lessons, Wiki, H5P and Discussion Forums
- Synchronous vs. asynchronous teaching
- Using different facilities in MS Teams like white boards and separate chat rooms
- Using LMS for assessments
- Recording online lectures
- Data security

Modular 2: Design an online course (12 hours)

- Online courses vs. face to face
- Writing measurable objectives and learning outcomes

- Online lesson plans: Technical and educational support for students
- Designing suitable teaching materials
- Designing assessments testing CLOs of online courses
- Integrity in online assessment

Modular 3: Develop an online course (14 hours)

- Analysing strengths and weaknesses of an online course
- Innovative teaching methods suitable for different learning styles
- Quality control of e-learning programs
- Identifying technical problems and solving them
- Producing research on using technology and online teaching
- Maintaining interaction and active learning in online courses
- Making alternative plans for achieving the objectives

2.3 Early Career Teachers Modular Training

This course is designed to strengthen academic professionals' skills in course design and the implementation of innovative teaching and assessment methods. Participants for this modular training will be selected from the GFP and faculties by the deans and GFP director. Upon successful completion of the course, participants will receive certificates. The course is divided into three modules, which are as follows:

Module 1 Course Design and Delivery

This module covers the course design and the use of modern methods and techniques in teaching.

Module 2 Use of Technology

This module covers different features of SULMS and how can they be used in education.

Module 3 Assessments

This module covers topics related to designing and administrating assessments that are well mapped with CLOs.