

Digital Learning Centre

Annexure B

BRANCH: CENTRE FOR e-INNOVATION
CHIEF DIRECTORATE: GITO MANAGEMENT SERVICES



In partnership with the WCED, the Digital learning Centre [Formerly ICT Training Unit] is facilitating an **ONLINE ICT training course** for WCED educators across the province.

This online training opportunity is for educators who **want to develop their personal computer skills**.

The **aim of this course** is to **assist educators to acquire the ICT skills** necessary for participation in advanced ICT integration courses, which require a higher level of ICT competence.

Principals are invited to nominate EDUCATORS from their schools for this course. Reference: [e-Learning Professional Development](#)

Course Bookings and Information

Please visit:

<https://icttraining.westerncape.gov.za/moodle>

Login:

Use your Persal no as username and password

Closing date for bookings:

10 September 2021

Can't log in?

Scan the QR Code

or



Click link below and complete the fields

[Struggle to log in](#)

You will receive your log in details within 48 hours

Enquiries

e-Mail

Info.Icttraining@westerncape.gov.za

Microsoft Partners in Learning	'ICT skills for Teachers' MSPIL Online
Background	<p>Online training gives the busy educator a chance to develop skills that will help them achieve their personal and professional goals. Benefits of e-Learning are:</p> <ul style="list-style-type: none"> • Improves your knowledge retention. • Fits more easily into your schedule. • Learning experiences can be customized.
Who's is eligible for the course	<p>Educators who:</p> <ul style="list-style-type: none"> • Have not completed an "ICT Skills for Teachers" before. • Preferably already have mastered the first steps of word processing. • Will take integration of ICT into the curriculum, to a next level • Serve in School Governing Body posts.
Obligation	<ul style="list-style-type: none"> • You will be held responsible for costs if you do not fulfil your obligations in participating in sponsored online training (the online presence will be monitored and will be used to verify attendance). Please refer to the WCED Training Minute Document Ref. no. 20081013-0023 with regards to withdrawal from training interventions.
Duration	<ul style="list-style-type: none"> • Participants will work at their own pace within a total time span of +- 40 hours from 13 September – 19 November 2021.
Venue	<ul style="list-style-type: none"> • This course is 100% online • Training will be ONLINE with NO "face to face" contact sessions. • You will however have an e-Facilitator to support and access your tasks.
Course information	<p>30 tasks to be successfully completed. (See complete content on the booking space)</p>
Certificate	<p>e-Certificates will be issued.</p>
CPD Points	<p>30 CPD points</p>
<p>For more information, please log-in to the website https://icttraining.westerncape.gov.za/moodle</p>	

Step1 - Access the website

- Open with Chrome - insert link below
- Click on link below

<https://ictraining.westerncape.gov.za/moodle>

Step 2- Log in

- Log in using your
- Persal as *username* and *password*

Cannot log in ?

- Scan QR Code
- Or click on link below



[Struggle to log in](#)

Step 3 - Update profile

- You might be asked to update your profile
- All fields marked are to be completed

Step 4 - Start process



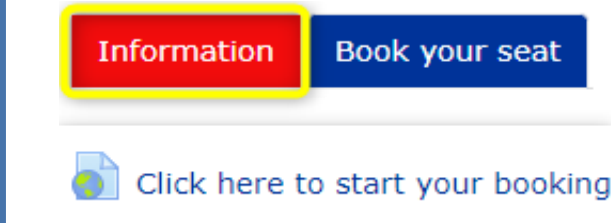
Step 5 - Select MSPIL course



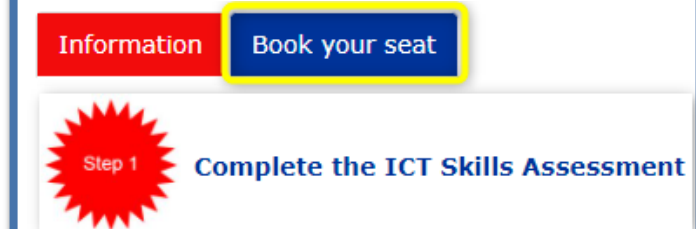
Step 6 - Enrolment key

- You might be prompt for an enrolment key
- **ict2021**

Step 7 - Read Information



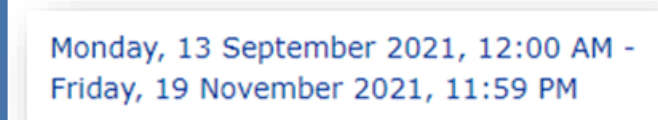
Step 8 - ICT Skills Assessment



Step 9 - Book the seat



Step 10 - Complete booking



Your booking will be confirmed via an eMail.