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eLearning Minute: 0002/2022

To: Deputy Directors-General, Chief Directors, Directors (Head Office and district offices), Heads: Curriculum Support, Circuit Managers, Deputy Chief Education Specialists, FET and GET Coordinators, Subject Advisers, Principals and Teachers of all public schools

Subject: Introduction to the Information and Communication Technology Adoption Strategy: a self-paced, online learning course for School Management Teams and teachers of all public schools

- In support of the eLearning change management objectives, the Western Cape Education Department (WCED) eLearning Directorate presents the Information and Communication Technology (ICT) Adoption Strategy: a self-paced, online learning course for School Management Teams (SMTs) and teachers of all public schools.
- The ICT Adoption Strategy is aimed at creating a transformational pathway for SMTs and teachers, and their participation in school ICT integration and implementation. This developmental course seeks to help participants to adopt technologies and ICT in multiple schooling environments, i.e. administration, school management and operations, and classroom environments (including remote classrooms).
- The ICT Adoption Strategy is divided into three phases: **Phase 1: ICT Visibility**, **Phase 2: ICT Landscape**, and **Phase 3: Transformation Agenda**. Each phase further comprises focus areas for the different phases. See table below:

Phase	Sub sections (Parts)
Phase 1: ICT Visibility	Part 1: General use of ICT in the school environment. Part 2: ICT use in administration. Part 3: The 21st century learner. Part 4: ICT integration in the classroom.
Phase 2: ICT Landscape	Part 1: Infrastructure and equipment. Part 2: Digitisation and digitalisation. Part 3: Understanding changing environments.
Phase 3: Transformation Agenda	Part 1: Teacher Transformation. Part 2: School Transformation. (This part will be presented as a hybrid model and is not presented in this course but will be presented at a later stage as it focuses on whole school transformation.)

4. The ICT Adoption Strategy is hosted on the WCED Learning Management System. It is a **self-paced, 24-hour online course**; it constitutes 14 hours dedicated to working through the online course material and a further 10 hours dedicated to the teacher's individual portfolio project (Adoption and Transformation digital portfolio). The course duration is **eight weeks** (three hours per week), commencing on **19 September 2022**.
5. This course serves as the first iteration of the ICT Adoption Strategy. Subsequent courses will be communicated to schools in relation to course repeats and next iterations.
6. The ICT Adoption Strategy is divided into the Teacher Transformation category and School Transformation category. The self-paced, online learning course constitutes the Teacher Transformation category. On the completion of this course and the portfolio by participants, schools with high participation from its teachers, will be eligible to participate in the blended course for the School Transformation category which aims to institutionalise ICT towards whole school transformation.
7. This course is integrated into the WCED teacher professional developmental pathway and forms the basis for the WCED eLearning Transformation Strategy.
8. The target participants for the ICT Adoption Strategy are:
 - a. SMTs responsible for technology integration and adoption;
 - b. ICT champions and ICT coordinators at schools;
 - c. teachers; and
 - d. WCED curriculum officials, circuit managers and related support and advisory services.
9. Register for the course via the landing webpage for the ICT Adoption Strategy: <https://wcedeteacher.wixsite.com/remoteducation/ict-adoption-strategy> or register directly via the **link: <https://bit.ly/AS-Registration>**. Registration closes: **05 September 2022**.
10. The programme coordinator will communicate via email relevant enrolment details before the course commences.
11. Should you have any queries, please contact your district eLearning adviser via the following link: <https://wcedonline.westerncape.gov.za/elearning/elearning-contact-your-elearning-advisor>
12. Principals are requested to bring this minute to the attention of all SMTs and teachers.

SIGNED: H MAHOMED

DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT

DATE: 2022-08-08