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eLearning Minute: 0001/2023

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: Second iteration of the Information and Communication Technology Adoption Strategy: a self-paced, online learning course for School Management Teams, teachers of all public schools and education officials

1. In support of the eLearning adoption and transformation agenda, the Western Cape Education Department (WCED) Directorate: eLearning presents the Information and Communication Technology (ICT) Adoption Strategy: a self-paced, online learning course for School Management Teams (SMTs), teachers of all public schools and education officials.
2. 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 (teaching and learning spaces).
3. 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

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 **12 weeks** (two hours per week), commencing on **18 July 2023**.
5. This iteration of the ICT Adoption Strategy is an improved version, providing an enhanced user design experience and interface. Subsequent courses will be communicated to schools in relation to course repeats and next iterations.
6. This course is integrated into the WCED teacher professional developmental pathway and forms the basis for the WCED eLearning Transformation Strategy. It provides a baseline for ICT enhancement, on which further professional development can be built, i.e. **The Dovetail Essentials**.
7. *The Dovetail Essentials* refers to eight virtual micro-learning sessions grouped as a non-linear learning pathway. This forms a natural extension and continuation from the ICT Adoption Strategy, offering a more practical learning experience. These sessions have been identified from the list of registered courses as being core foundational ICT integration competencies.
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 following link: <https://bit.ly/m/wcedtpd>.
 - a) Registration closes: **30 June 2023**.
 - b) Should you be required to enter a Course ID Key, use the following key: **1588**.
10. The programme coordinator will communicate relevant enrolment details via email 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. Please bring the content of this minute to the attention of all SMTs, teachers, and education officials.

SIGNED: H MAHOMED

DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT

DATE: 2023-06-15