

File no.: 24/3/3/1
Reference: 20230703-6214

eLearning Minute: 0002/2023

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: Introduction of the Directorate: eLearning Teacher Professional Development Programme (DEL TPD)

1. The Directorate: eLearning (DEL) of the Western Cape Education Department is committed to provide professional development opportunities in digital teaching and learning for teachers and officials. These opportunities aim to empower teachers to use technology to enrich the learning experience for learners and achieve curriculum learning objectives.
2. The *Capacity Building* portfolio of the DEL at Head Office, together with the eLearning advisory teams in the districts, is responsible for managing the DEL TPD programme and is offering various microlearning sessions. These sessions are categorised in four developmental levels: *Laying the Foundation*, *I Can Do It*, *I Can Do It Better*, and *The Summit*.
3. The DEL TPD programme follows a flexible schedule, continually updating as needs are identified and addressed within each district. All office- and school-based staff can register for and join microlearning sessions across the province. The following link should be used to join or pre-register for any of the *Upcoming Sessions*: <https://bit.ly/wcedetpdupcoming>.

4. Additional resources related to the DEL TPD can be accessed on a landing page shown in Figure 1 below. Please follow the link to access this page: <https://bit.ly/m/wcedtpd>.
- 4.1 The following resources are accessible via this landing page:
 - 4.1.1 Registration for special events;
 - 4.1.2 List of upcoming microlearning sessions;
 - 4.1.3 In-session register for microlearning sessions;
 - 4.1.4 Feedback form for microlearning sessions;
 - 4.1.5 ICT Integration Worksheet template; and
 - 4.1.6 Contact details of district eLearning officials.



Figure 1

5. Principals, teachers, and officials responsible for technology integration are encouraged to bookmark the *Upcoming Sessions* link and view it regularly for any changes that may occur. It is highly recommended that microlearning sessions are identified and whole-staff participation is encouraged.
6. Please bring the contents of this minute to the attention of all School Management Teams, teachers and education officials. Please see **Annexure A**.

SIGNED: H MAHOMED

DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT

DATE: 2023-07-05