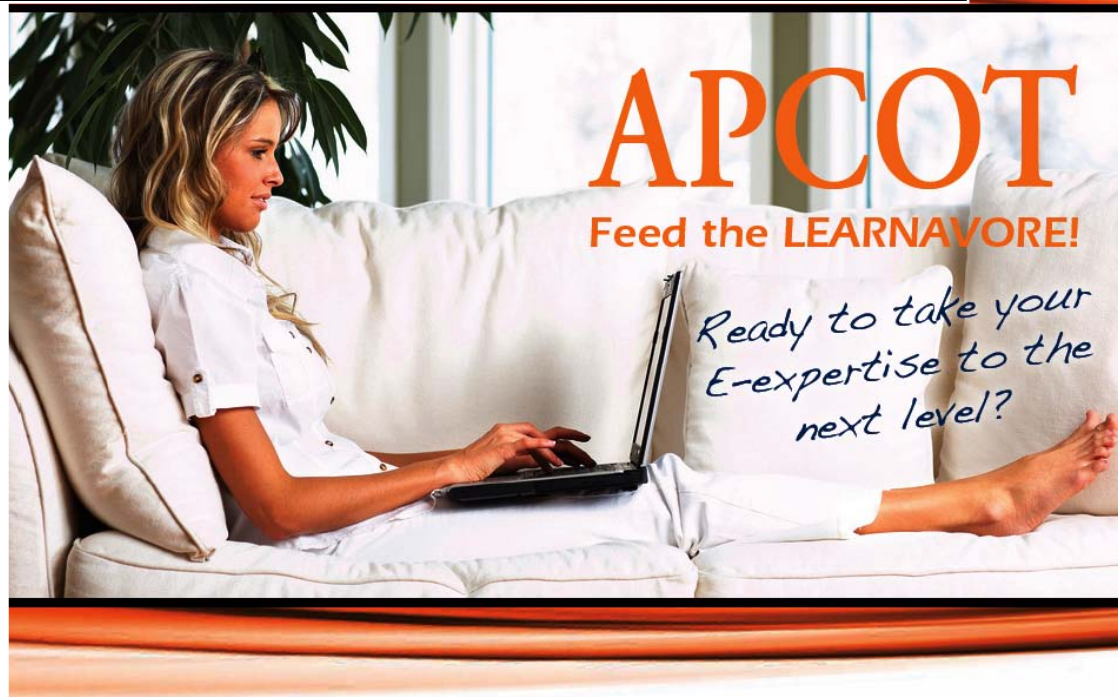


2010

Master E-Learning Capabilities Course Brochure



Suite 203/202 Jells Rd Wheelers Hill VIC

3150 Australia. Ph 1300 685 270

www.apcot.com.au

5/1/2010

Contents

Introduction: Ready to <i>Master your e-learning capabilities?</i>	3
Program Premise.....	4
Course Content: what you will learn	4
Nationally Recognised Training.....	5
My learning resources.....	6
My Investment.....	9
Government Funding	9

Introduction: Ready to *Master your e-learning capabilities?*



You know it's a jungle out there!

Are you thinking about moving into the e-learning arena but really have no idea where to start? Don't let the e-learning companies talk you into high cost solutions before you have done your own background research and professional development. This program allows you to work at your own pace and your own ability level through a self directed, project based methodology of learning.

Who is this training program for?

- Individual trainers
- Independent learning & development consultants and facilitators
- Training program developers
- HR and Training Managers
- Primary, secondary and tertiary teachers and trainers

The APCOT *Master your e-learning capabilities* training program will give you the background knowledge, skills and attributes vital for moving forward with your e-learning capabilities! Our program design does not endorse any particular e-learning resource. What it does do, is introduce you to a wealth of free and easily accessible electronic tools that you can start using at the touch of a button. You will be encouraged to experiment with e-learning resources both from our recommendations and of your own choice. At each step along the way you are able to collaborate and share your findings with like minded participants. That way you get to learn not only from your own activities, and your APCOT e-facilitator but also other participants within the program.

Program Premise

Our premise for this program is: don't let the technology intimidate or overwhelm you – technology and e-learning resources are simply tools for learning. YOU are the tool-using master and therefore you should be in control of the technology, not the other way round.



Learn how to research, source, design, develop and facilitate highly engaging e-learning programs that won't cost you an arm and a leg! You don't need to be a high level IT technician either for this program. What you do need is an open mind, an innovative approach, a willingness to share your discoveries and the desire to get learners excited about your e-learning initiatives and ultimately the subject matter you are teaching!

Course Content: what you will learn

By the end of this program you will

1. have researched within some of the following categories:
 - Assessment/Evaluation & Survey tools
 - Basic I.T skill development
 - Blogs, wikis and podcasts
 - Collaboration tools including Professional organisations and networking
 - Content area tools
 - Virtual worlds
 - Digital citizenship
 - Digital images
 - Digital storytelling
 - Digital readers
 - Face of Your classroom
 - Research and reference tools
 - Online interactive learning tools
 - Online video resources
 - Productivity tools
 - Professional development
 - Staying informed RSS
 - Staying organised
 - Virtual classrooms

2. You will have built an e-learning program, suited to your subject matter, your learners and within your e-learning capabilities!
3. You will have facilitated your very first e-learning program with your own participants!

Once completed, you will be off and running with your own e-learning capabilities and able to build and facilitate your own e-programs. At a strategic level you will be far better equipped to make informed decisions as to which ongoing direction you want to take your e-learning strategies.

Nationally Recognised Training



Want to achieve a nationally recognised Statement of Attainment?

Successfully complete all required assessment activities and you will receive a statement of attainment for three electives from the TAA50104 Diploma of Training and Assessment

TAADES503B Research and design e-learning resources

1. Research and interpret e-learning resources
2. Generate options for the e-learning resource
3. Create, then finalise the concept design

TAADES504B Develop and evaluate e-learning resources

1. Participate in the development process
2. Develop the e-learning resource prototype independently or in conjunction with others
3. Trial and evaluate the prototype
4. Collaborate in developing the full e-learning resource

TAADEL501B Facilitate e-learning.

1. Establish the e-learning environment
2. Introduce e-learning
3. Guide and facilitate e-learning
4. Monitor e-learning

My learning resources

 <p>Posted to you!</p>	<p>Use the web to help students learn more, create more and communicate more effectively!</p> <p>Technology impacts every facet of students' lives and plays a significant role in how students receive and process information. The 2nd edition of <i>Blogs, Wikis, Podcasts and other powerful web tools for Classrooms</i> shows educators at all levels and disciplines how to tap into the potential of digital tools for creating relevant, interactive learning experiences for students of all ages.</p>
 <p>Electronic access</p>	<p>Whether you are a scientist on a ship in Antarctic waters or a young girl in a Philippine village, you can learn whenever and whatever you want from whomever you are interested in learning it from.</p> <p>As technologies have become more available, even in the most remote reaches of the world, and as more people contribute a wealth of online resources, the education world has become open to anyone anywhere. In <i>The World is Open</i>, education technology guru Curtis Bonk explores ten key trends that together make up the 'WE-ALL-LEARN' framework for understanding the potential of technology's impact on learning for the 21st century.</p>
 <p>Bonus book for the first 10 enrolments!</p>	<p><i>Gadgets, Game and Gizmos for Learning</i> is an innovative book that provides practical and original solutions to the impending boomer/gamer knowledge and skills transfer gap. Author Karl Kapp includes a list of techniques for re-casting existing training and computer systems into tools that will bridge the gap between the boomers and the gamers. As organisations begin to think strategically about how to attract, retain and train new talent, this book will be an invaluable resource.</p>
 <p>Automatic online learning access!</p>	<p>At your own pace, in your own space!</p> <p>Participate in automated online learning modules to feed your e-LEARNAVORE,</p>

 <p>Registration open as soon as you enrol!</p>	<p>Collaborate with others in real time with attendance at online virtual classroom sessions.</p>
 <p>We'll help set you up to share your thoughts and findings through online social networking tools</p>	<p>Post your thoughts and findings in our Master E-learning forum and share your ideas with other participants. Learn not only from your own research and set activities, but from your fellow learners and APCOT Facilitator.</p>
 <p>Your APCOT Student Portfolio</p>	<p>Your APCOT Student Portfolio comes to you in the post as both hard copy and electronic copy. You will find your full learning program, including structured templates for your assessment tasks.</p> <p>Our APCOT learning resources are built to fire up your ROAR matter! We create many materials in-house to ensure they are LEARNERACTIVELY designed to keep you fully engaged in the learning process.</p>
 <p>Your very own Human LEARNAVORE!</p>	<p>Your APCOT e-facilitator will be there every step of the way to guide, coach and support you through your learning program.</p> <p>When it really counts you want access to a real person, not just the computer! Your APCOT Facilitator keeps up with you so submit your work for assessment when ready and receive personalised feedback along the way.</p> <p>You receive unlimited access with your personal APCOT Facilitator for the duration of the course.</p>

 <p>Monthly Postcard reminders</p>	<p>We know how life can take over, so we send out friendly postcards in the snail mail once a month to help keep you on track!</p>
 <p>Mystery LEARNAVORE pack to fire up your ROAR matter!</p>	<p>Enjoy some additional, light hearted learning tools to help you navigate your way through the jungle!</p> 

My Investment

Course cost \$1250 inclusive of all learning materials and facilitator support.

Course Duration: Four months (*working at your own pace means you can complete your program in less time if you wish; remember your APCOT Facilitator keeps up with you!*)

Course Commencement: enrol and start your program at any time!

Options for in-house delivery: would you like this program delivered at your site as a blended program? This can include face to face workshops with ongoing self paced project work. A perfect option for your staff at your location and with a schedule to suit you! Group discounts available. Talk to APCOT today on 1300 685 270 or email ghartin@apcot.com.au for more details.

Government Funding

Victorian Residents may be eligible for Government funding and could pay as little as \$790 for this program (Conditions apply) See below for eligibility criteria and then talk to us for more details.

GOVERNMENT SUBSIDISED FEE PROGRAM ELIGIBILITY CRITERIA Student Declaration		
If you are enrolling under the Skills for Victoria GOVERNMENT SUBSIDISED FEE Program you must complete the following form.		
1. Do you meet the citizenship/residency requirements? <i>See notes below</i>	<input type="checkbox"/> Yes. Go to question 2.	<input type="checkbox"/> No. You are not eligible.
2. Are you under the age of 20 as of January 1 st , 2010?	<input type="checkbox"/> Yes. You are eligible for a government subsidised place. <i>Your tuition fee is \$980 (workshop) or \$790 Self paced E-Learning</i>	<input type="checkbox"/> No. Go to question 3.
3. Is this course you are applying for at a higher level than the highest qualification you currently hold?	<input type="checkbox"/> Yes. You are eligible for a government subsidised place.	<input type="checkbox"/> No. I already hold a qualification at a Diploma level or higher. You are not eligible.
Declaration: I declare that this information provided is true and correct and I understand that upon acceptance of my enrolment I will be asked to complete a Statutory Declaration in further support of this claim. <input type="checkbox"/> Yes, I agree to this declaration. <input type="checkbox"/> No, I do not agree to this declaration.		
Your Full Name:		
Dated:		

Notes 1. You are eligible for a government subsidised place if you are an Australian or New Zealand citizen or permanent resident of Australia.