



Integrating Digitalization in Our Day to Day Life

*Your Mobility Partner
Projects Cultural Mobility SL*

Organisation ID: E10338522



www.cultural-mobility.com



Course Overview

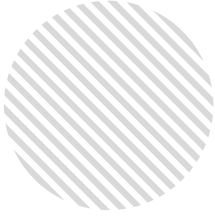
This course provides an overview of the effective use of Information and Communication Technology (ICT) in education. It explores various ICT tools and applications that can enhance teaching and learning processes, and how they can be incorporated into different instructional approaches.

Course Objectives

- Increase teachers' basic ICT literacy skills and the use of ICT in pedagogical settings.
- Enable teachers to develop ICT capability in finding, selecting, and using information.
- Use ICT for effective and appropriate communication. Monitor and control events both real and imaginary.
- Apply hardware and software to creative and appropriate uses of information.
- Apply their ICT skills and knowledge to their teaching in other areas.
- Use their ICT skills to develop their language and communication skills.
- Make the teaching style that we adopt as active and practical as possible.

Learning Outcomes

- This course provides a comprehensive understanding of ICT in education, covering various tools and their integration into teaching methods.
- Participants will learn to enhance learning experiences, adapt to evolving educational needs, and create innovative, technology-driven learning environments.
- Upon completion, they will be well-prepared to contribute to a dynamic and effective educational landscape.

**Duration:**

5 Days

Language:

English

Schedule:

The time of classes, can be in the morning or afternoon depending on provider's availability.

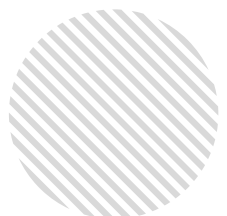
The schedule may vary considerably based on participants' preferences and the trainer's discretion regarding any modifications.

Certificate

A certificate of attendance will be issued to all the participants at the end of the course.

Other Services

We offer accomodation, transport from the aiport and back, local transport and cultural visits. Get in touch with us for more details.



ACTION TRAINING

Day 1

COURSE WELCOME

- WELCOME AND INTRODUCTION
- DOCUMENT DIGITIZATION TECHNIQUES
- DIGITAL INFORMATION AND DIGITALIZATION. BASICS
- DIGITAL FILES. TYPES AND CHARACTERISTICS
- DEVICES FOR DIGITIZING INFORMATION: CAPTURE DEVICES, CAMERAS, SCANNERS
- FILE FORMATS. SOFTWARE FOR THE PROCESSING OF DIGITIZED FILES

Day 2

CREATING A BLOG WITH BLOGGER

- INTRODUCTION TO BLOGGER
- BASIC OPERATION OF THE APPLICATION
- CREATING AN ENTRY
- APPEARANCE AND FORMAT OF AN ENTRY
- SHARE AND RESPOND TO COMMENTS

Day 3

GOOGLE CLASSROOM

- INTRODUCTION TO GOOGLE CLASSROOM
- DETAILED OPERATION OF THE APPLICATION
- HOW TO UPLOAD TASKS AND CREATE MATERIAL PERFORMANCE QUALIFICATIONS
- HOW TO CREATE AN EXAM
- REPLY TO A STUDENT

Day 4

MICROSOFT EXCEL 2016 BASIC

- INTRODUCTION TO EXCEL
- CELL FORMATTING
- FORMULAS AND DATA RANGE
- FUNCTIONS
- CREATING CHARTS IN EXCEL

Day 5

EVALUATION AND DISCUSSIONS

- ADOBE PHOTOSHOP
- PROGRAM INTERFACE
- WORKING WITH FILES
- RESIZING AND CROPPING IMAGE
- RETOUCHING TOOLS
- LAYERS
- VIDEO EDITING
- PROGRAM INTERFACE
- IMPORT FILES
- TITLES
- TRANSITIONS
- VIDEO AND AUDIO EFFECTS
- EXPORT AND SHARE VIDEO

*Please note that program content may be subject to change based on input from our trainers.





Get in touch with us



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on Costa del Sol!*



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