

# Appendices

Sample e-Learning Plan extract

Sample e-Learning  
plan extract



# Appendices

The background is a solid medium blue color. It features several overlapping, semi-transparent circles of varying shades of blue. A large, stylized, light blue 'H' shape is centered on the page, formed by two vertical bars connected by a horizontal bar at the top. The overall aesthetic is clean and modern.

# Sample e-Learning Plan extract

# e-Learning Plan (extract)



National Centre for Technology in Education  
Náisiúnta Centra le Teicneolaíocht san Oideolaíocht

<b>Name of School:</b>	Killana Primary School
<b>Date of completion:</b>	20 <sup>th</sup> October 2009
<b>Timeframe for e-Learning Plan:</b>	2009 - 2012

## Contents

<b>Section 1</b>	<b>Introduction</b> (background information)
<b>Section 2</b>	<b>Overview</b> (priorities, targets, tasks) <b>Action plans</b> (detailed target and task breakdown)
<b>Section 3</b>	<b>Conclusion</b> <ul style="list-style-type: none"><li>- E-Learning budget</li><li>- ICT policy checklist</li><li>- Sign off and date</li></ul>

# e-Learning Plan (extract)

## Section 2 - e-Learning Plan Overview (extract)



The following is an extract from a completed e-Learning Plan Overview outlining priorities identified under the headings **ICT in the Curriculum** and **Professional Development**.

PRIORITIES	TARGETS	TASKS	TIMEFRAME
<p><b>ICT in the curriculum</b></p> <p>Priority 1 Student Experience: That students experience e-Learning activities regularly</p>	<p>Target 1: Student experience: Teachers to incorporate e-Learning resources into lessons on a regular basis</p> <p>Target 2: Student experience: Students to be given specific tasks that require the use of ICT for their completion</p>	<p>Task 1: That appropriate resources be identified from Scoilnet and other relevant websites for use in the classroom</p> <p>Task 1: Senior classes to start a project/activity that incorporates e-Learning activities that engage the student in the use of ICT</p>	<p>November 2009</p> <p>February 2010</p>
<p><b>Professional Development</b></p> <p>Priority 1 Teacher Confidence: That there is increased confidence among teachers in the integration of ICT</p>	<p>Target 1: Teacher confidence: That teachers become proficient in the technologies available within the school and understand how they can use these in learning and teaching.</p> <p>Target 2: Teacher Confidence: That teachers acquire skills in ICT integration by engaging in relevant CPD programmes.</p>	<p>Task 1: The ICT co-ordinating teacher to liaise with the local Education Centre to organise an NCTE whole school training course, delivered in the school, based on the school's own technologies (including digital cameras, digital projectors, and other resources).</p>	<p>December 2010</p> <p>Ongoing</p>

# e-Learning Plan (extract)

## Section 2 – Action Plans



### ICT in the curriculum

- PRIORITIES:**
- Student experience
  - That students experience e-Learning activities regularly.

**Target (What do we want to achieve?):** Student Experience – Teachers to incorporate e-Learning resources into lessons on a regular basis.

TASK (What needs to be done?)	TIMEFRAME (When is it to be done by?)	REMITTS (Who is to do it?)	RESOURCES (What resources are needed?)	SUCCESS CRITERIA (What are the desired outcomes?)
That curriculum relevant resources be identified from Scoilnet and other relevant websites for use in the classroom	October/ November 2009	All teachers	Internet enabled computers Broadband access Shared storage space	A list of online resources are available and accessible in a shared storage area, e.g., the school server.  Each resource is catalogued to describe its purpose.  Resources are used in class by all teachers.
<b>Agreed Monitoring Procedures:</b> Teachers to report progress to the e-Learning team early November.			<b>Agreed Evaluation Procedures:</b> Teachers to provide feedback to the e-Learning Team on how successful this activity was in achieving the desired outcomes and whether changes could be made to the approach adopted.	

# e-Learning Plan (extract)

## Section 2 – Action Plans



### ICT in the curriculum

- PRIORITIES:**
- Student experience
  - That students experience e-Learning activities regularly.

**Target (What do we want to achieve?):** Student Experience - Students to be given specific tasks that require the use of ICT for their completion.

TASK (What needs to be done?)	TIMEFRAME (When is it to be done by?)	REMITTS (Who is to do it?)	RESOURCES (What resources are needed?)	SUCCESS CRITERIA (What are the desired outcomes?)
Senior classes to start a project/activity that incorporates e-Learning activities that engage the student in the use of ICT, e.g., use of digital/video camera to record a school trip, writing of reports and uploading of images to a document; creation of a slide show which is presented by students to the class.	November 2009/February 2010	Mairiad Murphy Gary McKenna	Computers Word processing software Digital and/or DV Camera Data projector	Record of activity (e.g., pictures of school trip) to be stored on school server.  Students to make presentation to their own class and other classes on the activity.  Slide show uploaded to school website or blog
<b>Agreed Monitoring Procedures:</b> Teachers involved to maintain a journal of e-Learning activity with support from the e-Learning team.		<b>Agreed Evaluation Procedures:</b> Teachers engaged in activity to report on the benefits and obstacles encountered in the process. Other teachers to review the value of shared output to their own classes. Students' views on the learning experience to be ascertained and reported to staff.		