



## LEARNING, TEACHING AND TRAINING ACTIVITY (LTTA) in the framework of the Erasmus+ project PROWIDE

**Duration of the LTTA:** June 28 (start 14:00) – July 1, 2022 (end 12:30)

**Delivery mode of the LTTA:** in-person training

**Venue:** [Fachhochschule des Mittelstandes \(FHM\), Niederwall 51, 33602 Bielefeld, Germany.](#)

**Room:** N – 01 (entrance Niederwall 51)

### Goals of the LTTA:

- to empower LTTA attendees to deliver the online training program Online Proctoring Manager and facilitate corresponding training activities under the piloting phase of the project as well as after the project's end;
- to ensure the quality of the elaborated training contents;
- to enable attendees to implement an online-proctored exam.

**LTTA training concept:** peer learning - attendees are expected to share their expertise under the topics as specified in the LTTA program below.



## PROGRAM OF THE LTТА

### TUESDAY, JUNE 28:

Hours	Activity	Lead
14:00 – 14:10	Introduction to the LTТА: objectives, expected results, agenda & implementation plan	Tim (FHM)
14:10 – 14:30	Self-introduction of participants & expectations from the LTТА.	ALL
14:30 – 15:00	State of play O1-A3/A4 (production of digital contents & their integration to Moodle):	Representative of each partner institution
15:00 – 15:30	Coffee break	
15:30 – 17:00	Presentation of the training modules & delivery strategy (integrated in Moodle): modules 1, 2, 3, 4	Respective module leads
18:00	Get together & joint dinner offered by the FHM.	Location: <a href="#">Brauhaus Joh. Albrecht</a> , Hagenbruchstr. 8, 33602 Bielefeld

### WEDNESDAY, JUNE 29:

Hours	Activity	Lead
09:30 – 12:30 (from 11:00 to 11:30: coffee break)	Presentation of the training modules & delivery strategy (integrated in Moodle): modules 4, 5, 6, 7, 8	Respective module leads
12:30 - 14:00	Lunch	ALL
14:00 – 15:30	Quality assurance – suggestions for improvements/adjustments of the training contents	AU + discussion



15:00 – 15:30	Coffee break	
15:30 – 17:00	Assessment tasks (under each module)  Final assessment (online-proctored)	Respective module leads Proctorio

#### THURSDAY, JUNE 30:

Hours	Activity	Lead
09:30 – 12:30 (in between from 11:00 to 11:30: coffee break)	Planning & scheduling the pilot implementation of the program: <ul style="list-style-type: none"> <li>- Overall schedule</li> <li>- Guided vs self-paced activities</li> <li>- Live sessions (dates/duration)</li> <li>- Trainers</li> <li>- Participants (requirements)</li> </ul>	Group work led by FHM
12:30 - 14:00	Lunch	ALL
14:00 – 17:00 (in between from 15:00 to 15:30: coffee break)	Simulation of an online-proctored exam. Reflection round	Proctorio ALL

#### FRIDAY, JULY 1:

Hours	Activity	Lead
09:30 – 12:30 (in between from 11:00 to 11:30: coffee break)	<ul style="list-style-type: none"> <li>• certification of pilot participants of the program</li> <li>• requirements for the institutionalisation of the training</li> <li>• ideas for opening the training contents to wider audience.</li> <li>• Final discussion round.</li> </ul>	Uninettuno  LiepU  AU  FHM + ALL

**12:30: End of the LTTA**