



ERASMUS+ CAPACITY BUILDING IN THE FIELD OF HIGHER EDUCATION PROJECT:

**Improving the process of education through the development of e-  
learning multimedia platform and smart classrooms  
SMARTEL**

# **Project Meeting**

University of Malta, Malta

June 21<sup>st</sup> - 23<sup>rd</sup>, 2022

## **LIST OF PARTICIPANTS**

**Coordinating University of Priština in Kosovska Mitrovica**

Prof. Dr Sinisa Ilic, coordinator

**Representatives of the following institutions:**

University of Mitrovica  
International Business College Mitrovica  
University of Montenegro  
University Adriatik Bar  
University of East Sarajevo  
University of Mostar  
Technical University of Madrid  
University of Malta  
University of Ljubljana  
CESIE

## Tuesday, June 21<sup>st</sup> 2022

University of Malta

UM Campus Hub

Session: Digital Education at the University of Malta

<b>08:45 – 09:00</b>	<b>Registration of participants</b>	
<b>09:00 – 09:10</b>	<b>Welcome</b> <i>Dean Faculty of Education</i>	
<b>09:15 – 11:30</b>	<p><i>Topics are listed separately below for teachers and IT Administrators. Sessions are combined since most participants are in dual role</i></p> <p><u>Venue: <a href="#">CHBO-318</a></u></p>	
<b>09:15 – 11:30</b>	<p><b><u>Training Teachers:</u></b> <i><u>Design, Delivery and Management of online courses</u></i></p> <p><u>Contributors:</u> <i>Academic staff from SMARTEL project and University of Malta.</i></p> <p><b>09:15 – 09:45:</b> <i>Digital Education Policies at UM</i></p> <p><b>09:45 – 10:30:</b> <i>Using WiseFlow to assess online courses</i></p> <p><b>10:30 – 11:15:</b> <i>Using facilities to run online courses</i></p>	<p><b><u>Training IT Administrators:</u></b> <i><u>Administration of Moodle learning platform</u></i></p> <p><u>Contributors:</u> <i>Technical staff from Department of IT Services, University of Malta.</i></p> <p><b>09:15 – 09:45:</b> <i>Policies guiding the administration of the technological infrastructure and the technical support for Distance Education</i></p> <p><b>09:45 – 10:30:</b> <i>Managing the WiseFlow – Online exam system</i></p> <p><b>10:30 – 11:15:</b> <i>Managing the Technical and administrative infrastructure for Digital Education</i></p>
<b>11:15 – 11:35</b>	<b>Coffee break</b>	
<b>11:35 – 13:30</b>	<p><b><u>Training Teachers:</u></b></p> <p><b>11:35 – 12:00:</b> <i>Delivering online courses using the new hybrid technology in the lecture room CHBO-318</i></p> <p><b>12:00 – 12:30:</b> <i>Delivering hybrid lectures in the newly equipped lecture theatres</i></p> <p><b>12:30 – 13:00:</b> <i>Teacher Support services provided by the Department for IT Services, UM</i></p> <p><b>13:00 – 13:30:</b> <i>Quality Standards in DE</i></p>	<p><b><u>Training IT Administrators:</u></b></p> <p><b>11:35 – 12:00:</b> <i>Managing the hybrid technology in in the lecture room CHBO-318</i></p> <p><b>12:00 – 12:30:</b> <i>Managing the digital facilities of the newly equipped lecture theatres</i></p> <p><b>12:30 – 13:00:</b> <i>Administering the technological infrastructure for digital education</i></p> <p><b>13:00 – 13:30:</b> <i>Quality Standards in technology requirements for DE</i></p>
<b>13.30 – 14:00</b>	<b>Lunch break</b>	
<b>14:30 – 16:30</b>	<p><b><u>Training Teachers:</u></b></p> <p><b>14:00 – 14:45:</b> <i>Using Moodle to manage online courses: Skills and</i></p>	

	<p><i>Strategies</i></p> <p><b>14:45 – 15:30:</b> <i>Examples of online courses – Malta &amp; UK</i></p> <p><b>15:30– 16:30:</b> <i>CESSIE – Rethinking lesson delivery; Approach to lesson design in Moodle</i></p>	
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<p><b>Wednesday, June 22<sup>nd</sup> 2022</b></p> <p>University of Malta Valletta Campus, Valletta PMB Meeting No 6 &amp; SC Meeting No 3</p>	
<b>08:45 – 09:00</b>	<b>Registration of participants</b>
<b>09:00 – 09:45</b>	<b>PMB - Progress report of the project</b> <i>Sinisa Ilic, coordinator, University of Pristina in Kosovska Mitrovica</i>
<b>09:45 – 11:00</b>	<b>PMB - Preparation for the project report to EACEA</b> <i>Sinisa Ilic, coordinator, University of Pristina in Kosovska Mitrovica</i>
<b>11:00 – 11:30</b>	<b>Coffee break</b>
<b>11:30 – 13:00</b>	<b>SC meeting – Project challenges</b> <i>Sinisa Ilic, coordinator, University of Pristina in Kosovska Mitrovica</i>
<b>13:00 – 14:00</b>	<b>Lunch break</b>

<p><b>Wednesday, June 22<sup>nd</sup> 2022</b></p> <p>University of Malta Valletta Campus, Valletta Session: Digital Education at the University of Malta</p>	
<b>14:00 – 16:30</b>	<b>Creating Multimedia Content: Video editing, Videocast design, data visualisation, other</b> <i>Klemen Pecnik, University of Ljubljana</i>

# Thursday, June 23<sup>rd</sup> 2022

University of Malta

Valletta Campus, Valletta

Session: Digital Education at the University of Malta

<b>08:45 – 09:00</b>	<b>Registration of participants</b>	
<b>09:15 – 11:00</b>	<b><u>Training Teachers:</u></b> <b>09:00 – 09:40:</b> <i>12 Principles of Multimedia Learning [CESSIE]</i> <b>09:40 – 10:10:</b> <i>Integrating Multimedia in online courses [Pen Lister, University of Malta]</i> <b>10:10 – 11:00:</b> <i>ADDIE Instructional Design model [CESSIE]</i>	<b><u>Training IT Administrators:</u></b> <b>09:00 – 11:00:</b> <i>Basic requirements and server set-up Installation of Moodle and Big Blue Button SW</i>
<b>11:00 – 11:30</b>	<b>Coffee break</b>	
<b>11:30 – 13:00</b>	<b><u>Training Teachers:</u></b> <b>11:30 – 13:00:</b> <i>Creating Accessible Content [Klemen Pecnik, University of Ljubljana]</i>	<b><u>Training IT Administrators:</u></b> <b>11:30 – 13:30:</b> <i>Plug-in installation and administration; Designing user interface and implementing corporate identity Administering Moodle platform; Connecting Moodle platform with outside databases; Regular maintenance and Security issues; Admin tips and tricks;</i>
<b>13:00 – 14:00</b>	<b>Lunch break</b>	
<b>14:00 – 16:30</b>	<b><u>Training Teachers:</u></b> <b>14:00 – 15:30:</b> <i>Course and Lesson Design (Using Templates), e-Tivities, Criteria for an online experience [Pen Lister &amp; Philip Bonanno, University of Malta]</i> <b>15:30 – 16:30:</b> <i>Assessment of on-line teaching and learning; Backward Design Model; Rubrics; Assessing collaborative learning. [Pen Lister &amp; Philip Bonanno, University of Malta]</i>	