



LETTER CIRCULAR

Date: 10th December 2019

Ref: DDLTS 45/2019

To: All Heads of State Primary Schools and Sections

From: Mr. Keith Aquilina – Education Officer Digital Literacy

Subject: Digital Education Courses

The Directorate for Digital Literacy and Transversal Skills will be offering a series of short one-off training sessions focusing on Microsoft tools that are part of Office 365. During these sessions educators will be introduced to the Microsoft Education Community which is a platform for educators to find training opportunities, connect and collaborate with other educators. These sessions are intended for educators who wish to acquire new skills to use both in the preparation of teaching material as well as in their classrooms. The courses will run on the following schedule and can register via <http://bit.ly/digitalmalta>

16 th January 2020 Time: 15:00-16:30	Creativity in the Classroom – Spark ideas with Sway
17 th January 2020 Time: 15:00-16:30	Data Collection and assessment: Create adaptive assessments in Forms
23 rd January 2020 Time: 15:00-16:30	Building Literacy: Develop deep discussions with Flipgrid
24 th January 2020 Time: 15:00-16:30	Literacy Tools for Inclusive Classrooms

NB: For these sessions educators would need to bring their laptop.

Mr. Grazio Grixti
Director
Directorate for Digital Literacy and Transversal Skills