

Management of e-learning

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Management structure for e-learning

- Headteacher
- Senior Manager in charge of e-learning
 - ICT Coordinator.
 - e-learning Steering Group
 - Staff

ICT management starts from the top

- The Headteacher is closely involved in all processes and initiatives with regard to ICT.
- The Head teacher attends the Education Department e-learning steering group and then reports back to the e-learning steering group within school on matters discussed.

Mr Hall

- E-learning manager, Part of the Senior Management Team
- A post created last year designed specifically to promote e-learning within the school.

Mr Adams

- ICT co-ordinator within the school in addition to being Head of ICT as a subject.

Dave Woodward

- Dave acts as our liaison with Ramesys/Itex. It is his responsibility to log calls and chase up responses.
- As he is the technician for D & T and not a teacher it does enable him to be more flexible in dealing with problems that arise.

Itex/Ramesys

- Managed service provider

E-learning steering group

- This is a forum for raising and implementing initiatives with regard to ICT for the whole school and wider community.
- It is attended by the Head teacher, Senior Manager in charge of e-learning, Member of staff in charge of whiteboards, Head of Science, Head of Business Studies and Head of ICT.

ICT Update

- After each e-learning steering group meeting an ICT update sheet is created based upon the minutes of the meeting. This is distributed to all staff in order to inform them of ICT issues within the school and beyond.

2004/5 Matters

- Last year was spent re-writing and evaluating the e-learning policy which has been designed to echo the School Development Plan and provides a vision and fourteen objectives to take the school up to 2008.

2005/6

- This year the plan states that we are aiming to integrate the SIMS package further by introducing (one school cohort at a time) the registration of pupils on-line via teacher laptops. This will reduce the administration burden on tutors and increase the accuracy of the reasons provided for absence.

2005/6 Cont

- The plan also incorporates the tightly controlled roll out of e-mail to all pupils upon the receipt of a signed user agreement by both students and parents. This was implemented to stress the dangers in e-mail and to demonstrate how much control over the system the administrator has. (This was further re-enforced by a demonstration during assembly.)

2005/6 Cont

- The roll out of MyClasses (VLE) by a select group of MyDesktop “Champions” will also be launched this year. It is intended that five members of staff will take an area each and develop it over the coming year. One member will place all the Science lessons from the interactive whiteboard on the desktop for students that are absent so that they can catch up. Another will produce a handful of specific lessons utilising the facilities available on MyDesktop (notice boards, discussion forums, surveys, etc.)

2005/6 Cont

- We intend to continue and further integrate the use of SIMS in regards to assessment. We are also investigating the use of “Gateway” to aid communication with home. In order to facilitate this we will need to further increase the use of mobile equipment for students.



LES BEAUCAMPS
SCHOOL

ICT Resources at Les Beaucamps

Music Computer Room

- Special laboratory for creating digital music.
- Special courses run by outside provider.



4 Large ICT Suites and Laptop Trolley



Technology Suite

- There is a large suite of computers in D & T with a number of machines connected to various Computer Aided Manufacture machines.



Vision

- The overall vision is to facilitate good communication with all stakeholders in the school and promote anytime anywhere learning.
- This will be a costly undertaking and will require regular updating to ensure students are best prepared for the modern working environment.

SIMS

- SIMS is currently used by all teaching staff to gather information about students and to monitor their progress. It has been used for basic contact information as well as finding out about previous grades and attendance information.

Assessment

Looking for Marksheet

Basic

Notes

Last Used Date

Data Entry for this Marksheet is Complete

Result Date: 18/10/2005 Group Membership Date: 18/10/2005 Calculate All Show Summary Rows

Students	Mission No.	Yr-10 E ffort ICT	Yr-10 Hwk ICT	Yr-10 Rep/ICT Comment	Yr-10 Rep/ICT E ffort	Yr-10 Rep/ICT Grade	Yr-10 Rep/ICT Hwk
		2	2	making a real	1	C	2
		2	2	a steady pace	3	C	2
		2	2	consistently w	2	C	2
		3	3	ys found the s	3	D	2
		3	3	steady pace	3	E	2
		2	2	reasonably w	3	C	2
		1	2	ent student in	1	C	2
		2	2	student in IC	1	C	2
		2	2	en and hard v	2	C	2
		3	2	ven ICT the tr	4	E	2
		2	2	d well this yea	2	C	2
		2	2	well this year	2	E	2
		1	2	spable of gaini	2	C	2
		3	3	ICT the time	4	E	2

- All formal assessments are now carried out in SIMS. This enables a centralising of data and helps to inform teachers, students and parents quickly and efficiently about progress and needs.

MyDesktop

The screenshot shows the MyDesktop web application in Microsoft Internet Explorer. The browser title is "mydesktop - mydesktop - Mr S Hall - Les Beaucamps Secondary School - Microsoft Internet Explorer". The address bar shows "http://www.lesbeaucamps.sch.gg/mydesktop". The page features a navigation menu with links for "school website", "mydesktop", "myclasses", "mymail", and "myportfolio". Below the navigation menu is a header for "Les Beaucamps Secondary School" with a logo and a greeting: "Hello Mr S Hall Learn about your [privileges](#) and the [new features](#) in mydesktop". The page is dated "Tue 18 Oct 2005 12:53 pm".

The main content area is divided into several sections:

- Thought of the Week:** A quote by General George S. Patton, Jr.: "Never tell people how to do things. Tell them what to do and they will surprise you with their ingenuity."
- My Email:** A table showing a list of emails with columns for No, From, Subject, and Date.
- Les Beaucamps' School Calendar:** A calendar for October 2005 with a table of events for the next 31 days from Tuesday, October 18, 2005.

October 2005							Events for the next 31 days from Tue 18 Oct 2005		
Su	Mo	Tu	We	Th	Fr	Sa	Date	Time	Title
25	26	27	28	29	30	1	Tue 18 Oct 2005	15:10	Head of Dept Meeting
2	3	4	5	6	7	8	Wed 19 Oct 2005	15:10	Dept Meeting
9	10	11	12	13	14	15	Thu 20 Oct 2005	18:00	Post 16 Info Evening
16	17	18	19	20	21	22	Fri 21 Oct 2005	15:00	Years 7 & 10 Interim Reports
23	24	25	26	27	28	29	Fri 21 Oct 2005	15:05	Half Term
30	31	1	2	3	4	5	Mon 31 Oct 2005	9:00	Year 11 Work Experience (1 week)
							Mon 31 Oct 2005	9:00	Year 11 Work Experience
							Mon 31 Oct 2005	15:10	SMT Meeting

- All students see the MyDesktop Internet Page when they log on. It contains the school calendar, thought of the week, etc. In addition to being the gateway to MyClasses and e-mail.

MyMail

mymail - List - inbox (16 = 199 Kb) for shall - Microsoft Internet Explorer

http://www.lesbeaucamps.sch.gg/cgi-bin/users/webmail/list.cgi/inbox/7/10

mtmail

inbox [16] - [email 32,032 Kb | free 67,968 Kb]

First | Previous | Next | Last

All	Sender	Subject	Date	Size
<input type="checkbox"/>	7 Lisa Dorn	Truancy Call	14/Oct 15:21	4Kb
<input type="checkbox"/>	8 Flybe	Winter Flight Deals - Jersey & Guernsey offers!	14/Oct 15:10	26Kb
<input type="checkbox"/>	9 admin@codnation.com	New User Account Activation	17/Oct 09:33	1Kb
<input type="checkbox"/>	10 shall@lesbeaucamps.sch.gg	[GCSE ICT MR H 2004] ICT	17/Oct 10:34	1Kb
<input type="checkbox"/>	11 Mail Delivery System	Undelivered Mail Returned to Sender	17/Oct 10:34	8Kb
<input type="checkbox"/>	12 shall@lesbeaucamps.sch.gg	[GCSE ICT MR H 2005] Hello	17/Oct 11:00	1Kb
<input type="checkbox"/>	13 Mail Delivery System	Undelivered Mail Returned to Sender	17/Oct 11:01	7Kb
<input type="checkbox"/>	14 MAILER-DAEMON@adm1.gofl.myschools.net	Rejected mail: Mail filtering found bad words - sent by 97kinn01@lesbeaucamps.sch.gg	17/Oct 12:51	3Kb
<input type="checkbox"/>	15 siteadmin@maps-n-mods.org	New User Account Activation	17/Oct 12:06	1Kb
<input type="checkbox"/>	16 jowitt@lamane-sec.sch.gg	USB CDRW drives	18/Oct 11:27	2Kb

Done

start

\\LB55VDC001\users... Microsoft PowerPoint... mymail - List - inbox (...)

Internet 13:12

- All students have been given a school e-mail account this year. This is to be integrated into curriculum use by departments.

MyClasses

This is a representation of how your Class Page will appear to students. Edit buttons in the Property toolbars will only be visible to maintainers.
Welcome to Business Communication Systems
Tue 18 Oct 2005

Manage

Class Image

Class Calendar

October 2005

Su	Mo	Tu	We	Th	Fr	Sa	Today's Events
25	26	27	28	29	30	1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31	1	2	3	4	5	

Click on day to add an event
[Add New Event](#)

Class Notice Board

[View All](#) [Add Notice](#)

Title	Creator	Date	Type
Mr Hall Away	Mr S Hall	Mon 17 Oct 2005	

denotes teacher only

Class Files

[Add/Remove Files](#)

Title	Date Added
wp0107.pdf	Mon 17 Oct 2005
health_and_safety.pdf	Mon 17 Oct 2005

Text and Images

Portfolio Viewer

Submitting pages to this viewer is currently disabled. Select "Display Pages" in "Edit" to enable it.

Author	Portfolio Title	Date Modified	Approval	Action
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- We already have many classes created on the MyDesktop system and are looking to greatly increase that this year.

Filtering

Customise filtering categories for user 95aldertonj01

This user is currently using filtering categories common to the whole school. These settings can be customised [here](#).

To customise settings for this user select filter categories then click **Save**. If your browser supports JavaScript click the category titles to view their descriptions. Click **Use Defaults** to restore common settings.

<input checked="" type="checkbox"/> Adults Only	<input checked="" type="checkbox"/> Pornography
<input checked="" type="checkbox"/> Alcohol	<input type="checkbox"/> Recreation/Entertainment
<input type="checkbox"/> Auction	<input type="checkbox"/> School Cheating Information
<input type="checkbox"/> Chat	<input type="checkbox"/> Search Engines
<input checked="" type="checkbox"/> Hate Discrimination	<input checked="" type="checkbox"/> Sex
<input type="checkbox"/> Electronic Commerce	<input type="checkbox"/> Sports
<input type="checkbox"/> Free Mail	<input type="checkbox"/> Stocks
<input type="checkbox"/> Web Page Hosting / Free Pages	<input checked="" type="checkbox"/> Murder/Suicide
<input checked="" type="checkbox"/> Gambling	<input type="checkbox"/> Swimsuits
<input type="checkbox"/> Games	<input type="checkbox"/> Tobacco
<input checked="" type="checkbox"/> Tasteless/Gross	<input checked="" type="checkbox"/> Violence
<input checked="" type="checkbox"/> Illegal	<input checked="" type="checkbox"/> Weapons
<input type="checkbox"/> Employment Search	<input checked="" type="checkbox"/> Drugs
<input type="checkbox"/> Jokes	<input type="checkbox"/> Search Terms
<input checked="" type="checkbox"/> Profanity	Exceptions
<input type="checkbox"/> Lingerie	<input checked="" type="checkbox"/> Education
<input type="checkbox"/> Message/Bulletin Boards	<input type="checkbox"/> For Kids
<input type="checkbox"/> News	<input checked="" type="checkbox"/> History
<input checked="" type="checkbox"/> Nudity	<input type="checkbox"/> Moderated
<input type="checkbox"/> Personal Information	<input type="checkbox"/> Text/Spoken Only
<input type="checkbox"/> Personals	

- Students can be filtered as a group or selective for certain lessons, e.g. Art.

Vision Statement

Les Beaucamps School provides students with a safe, supportive and caring learning environment - enabling all students to reach their full potential through the development of a desire for lifelong learning.

Les Beaucamps School envisages an environment where the use of ICT is regarded as an integral part of our everyday practices and administration management. It acknowledges the potential of e-learning to impact on learning outcomes for all students and the work habits of all staff.

e-learning encourages students and staff to assume greater responsibility for their own learning, in forums that develop their:

- Skills to become active and independent leaders
- Abilities to communicate, collaborate, plan, analyse and solve problems
- Skills to use new technologies, particularly ICT.

Vision Statement (cont)

The appropriate use of ICT develops our school's high quality teaching and learning, administration and management. e-learning enhances student centred learning through the integrated and negotiated curriculum, guides discovery through learning experiences and encourages continuity across all areas of the curriculum.

Les Beaucamps School seeks to provide a dynamic and innovative environment, which will support “anytime”, “anywhere” learning. It is the aim to put information at the forefront by providing it in a detailed and useful way via a medium which will be: always current and easily accessed.

Vision Statement (cont)

As a consequence of this vision the school's mission will be:

- to demand high levels of teaching competence for e-learning.
- to provide staff with support and assistance including the provision of relevant and stimulating professional development and training activities for e-learning.
- to maximise the use of resources.

Vision Statement (cont)

As a result of our e-learning Vision:

- Les Beaucamps School will develop and implement strategies to provide on line technologies and broaden access and competencies of staff and students.
- Les Beaucamps School will continually develop resources, skills, knowledge and understanding of e-learning technologies.
- Staff will be competent users of e-learning.
- Students will develop skills in the use of technology appropriate to their needs.
- The school (via states education) will continually upgrade resources.

All the above is to support the effective learning/e-learning in school which in turn should promote the focus on improving teaching and learning.

ICT Objectives

1. Have information technology easily accessible to staff and students in order to raise standards of achievement.
2. Continue, for the time being, to teach IT skills within a discrete subject with a view to implementing a cross-curricular strategy when ICT is more fully integrated into all subjects areas.
3. Look to identify those students in key stage 3 / 4 who require help with ICT.
4. Have a better continuity between key stage 3 and 4.
5. Give colleagues the expertise and confidence to develop into an ICT literate staff to raise standards of teaching and learning.

ICT Objectives

6. Assess new adaptive software assessment systems specifically for use in Learning Support and possible introduction to mainstream.
7. Further integrate the use of ICT equipment into existing tasks for staff and students.
8. Develop the use of SIMS (Managed Information System) further so that all administration tasks are centralised to facilitate the goal of information being easily accessible and always current. Specifically look to add cover and attendance modules by 2007.
9. Create a safe environment to protect users of the system by establishing and maintaining a code of practice which will become embedded in the culture of the school.

ICT Objectives

10. Encourage the use of the VLE within lessons to develop a truly on line curriculum to facilitate “anytime”, “anywhere” learning.
11. Investigate the possibilities of creating online CPD and development plans.
12. Develop staff skills in the use of interactive whiteboards to encourage greater access to the curriculum for all pupils.
13. Introduce the use of e-mail to all students for use in their own education.
14. Begin to develop the wider community by giving access to the parents through the MLE (Managed Learning Environment) so they can become well informed and participating members of the community.