

ICT Centre SDS Cricket Road Centre Cricket Road Oxford OX4 3DW

Headteacher and ICT Co-ordinator
all secondary schools

Tel: 01865 428034
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Dear Colleague,

Online Courses in Digitalbrain

As you will know, Digitalbrain is the Virtual Learning Environment (VLE) which has been purchased for all schools in the first instance. One of the features of a VLE is the ability for staff to develop and deliver aspects of their teaching online and for pupils to access assignments online anytime, anywhere and to submit course work for comment and assessment online. Staff can create assignments online, track pupils' progress through the work, provide feedback and facilitate collaboration. In Digitalbrain this functionality is provided through virtual Courses.

While it is possible to set up Digitalbrain courses for all staff and pupils through SIMS exports, our and Digitalbrain's advice to schools is to implement courses for a small number of committed and enthusiastic staff and one or two of their classes in the first instance. In this way they can provide advice and assistance to colleagues in subsequent years as the provision of online courses becomes more widespread and commonplace.

If you would like to create some online courses with Digitalbrain with some members of staff this academic year, I should be very grateful if you would kindly complete the proforma overleaf and return it to me at the Cricket Road Centre as soon as possible and, in any event, by Friday 23 September.

We would advise schools to consider setting up Digitalbrain courses for perhaps only one or two members of staff and probably no more than four or five, each of whom will need to be committed to the process and have the support of Senior Management, the school ICT Co-ordinator and technical support staff. Each member of staff might develop an online course for one or two of his/her teaching groups and, of course, not all aspects of the course would need to be delivered online. The ICT Advisory Team can provide support and training for colleagues wishing to develop online courses either through central training provided through OQSA or through Traded Services sessions in schools. Please contact us for further details.

If you have any questions about Digitalbrain online courses, please feel free to get in touch with me at the Cricket Road Centre.

Best wishes,

ICT Advisory Team

Digitalbrain Courses

Please return to:

Greg Stragnell
ICT Advisory Team
Cricket Road Centre,
Cricket Road, Oxford OX4 3DW
or by fax to 01865-428030

We would be interested in creating some Digitalbrain online courses for the following members of staff and teaching groups.

School _____

Member of Staff	Teaching Group to be involved

Name _____ Position _____

Signed _____ Date _____