

Development of Learning Services

Sample Course: Managing Training Portfolio and Curriculum Development

Institutional development and quality rely to a large extent on the quality and relevance of programs and courses offered by a TVET institution. Constant changes in the external environment call for a continuous revision, adaption and expansion of the learning service portfolio.

This course focuses on methodologies to continuously assess the demands of the labour-market and how these demands can be translated into training offers of TVET institutions. Different methods, tools and instruments will be discussed and exercised.

- **Content, elements, format and duration can be customized to the respective needs**

Learning outcomes

On completion of the training, participants

- are able to initiate and monitor a local / regional market analysis for their institutions based on a suitable methodology
- are able to derive a demand-oriented training portfolio
- are able to define required resources for a curriculum development process
- are able to initiate curriculum development and identify adequate staff for the process

Contents

- Labour market analysis and needs assessment
- Criteria to be considered for training development (NQF, accreditation requirements, assessment system)
- Development of initial vocational training programs and short-term courses
- Curriculum development and assessment procedures

Formats

Virtual format implemented with following methods:

- Action orientation
- Interactive live sessions
- Synchronous / asynchronous phases
- Individual / group work

Language

- English
- German
- Upon request: other languages with interpreters

Target groups

- TVET management staff
- Decision makers from relevant ministries, authorities and institutions

Participation requirements

- Basic ICT skills

Duration

- 60 hrs in 2-4 weeks

Equipment

- Notebook / PC
- Stable internet connection
- Integrated or external microphone
- Webcam

Certificate

The participants will receive a certificate of participation after successful completion of the course.

Your contact

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