

2009

ICT TEACHER

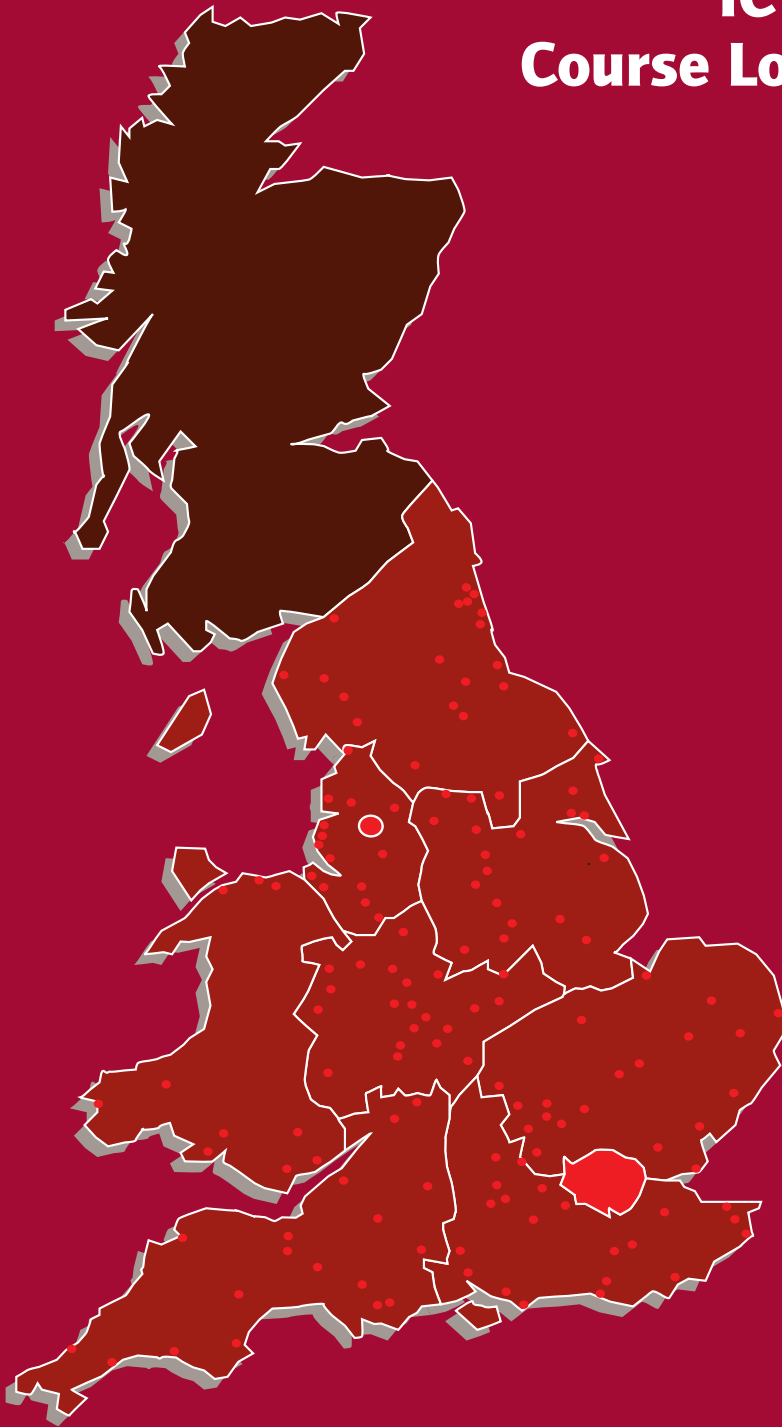
ICT SKILLS FOR TEACHERS



FREE TRAINING COURSES



ICT Skills For Teachers Course Locations 1999–2009



Amersham
Ashington
Aylesbury
Banbury
Bangor
Barnet
Barnsley
Barnstaple
Basingstoke
Bath
Bedford
Beverly
Bexley
Birmingham
Blackburn
Blackpool
Bolton
Boston

Bournemouth
Bradford
Brent
Bridgwater
Bridlington
Brighton & Hove
Bristol
Bromley
Burnley
Bury
Bury St Edmunds
Camborne
Cambridge
Camden
Canterbury
Cardiff
Carlisle
Chelmsford

Cheltenham
Chester
Chesterfield
Chichester
Colchester
Colwyn Bay
Connah's Quay
Coventry
Crawley
Crewe
Croydon
Cwmbran
Dagenham
Darlington
Derby
Doncaster
Dorchester
Dunstable

Durham
Ealing
Esher
Exeter
Farnborough
Folkestone
Gateshead
Gloucester
Great Yarmouth
Grimsby
Guildford
Halton
Hammersmith & Fulham
Harrogate
Harrow
Hartlepool
Hastings
Haverfordwest
Havering
Hereford
Hillingdon
Hounslow
Huddersfield
Hull
Ipswich
Kendal
Kings Lynn
Kingston
Lancaster
Leamington Spa
Leeds
Leicester
Leighton Buzzard
Letchworth
Lewes
Lewisham
Lincoln
Liverpool
Loughborough
Manchester
Mansfield
Margate
Medway
Merton
Middlebrough
Milton Keynes
Neath
Newcastle upon Tyne
Newport
North Shields
Northallerton
Northampton
Norwich
Nottingham
Nuneaton
Oldham
Oswestry
Oxford
Peterborough

Plymouth
Poole
Portsmouth
Preston
Reading
Redbridge
Redditch
Rhyl
Richmond, North Yorkshire
Rochdale
Rotherham
Salford
Salisbury
Sandwell
Scarborough
Sheffield
Shrewsbury
Skipton
Slough
Solihull
South Shields
Southampton
Southend
Southport
St Austell
St Helens
Stafford
Stepney
Stockport
Stoke on Trent
Sunderland
Sutton Coldfield
Swansea
Swindon
Tameside
Tamworth
Taunton
Telford
Thurrock
Tonbridge
Torquay
Tottenham
Tower Hamlets
Wakefield
Waltham Forest
Walsall
Wandsworth
Warrington
Warwickshire
Watford
Wigan
Winchester
Wirral
Wolverhampton
Worcester
Workington
Wrexham
Yeovil
York



ICTEACHER

NUT Acting General Secretary's Introduction

I am delighted to introduce this celebratory edition of *ICTeacher*. It marks the tenth anniversary of the NUT's 'ICT Skills for Teachers' programme.

The 'ICT Skills for Teachers' programme has been a real success story for the Union. The NUT has organised invaluable ICT training, which has had a huge impact on the lives of thousands of teachers. Many teachers have been able to use the newly acquired skills in their classrooms and this has been of huge benefit to the children that they teach. This is a record that the Union is justifiably proud of.

In 1999, when the NUT piloted the first basic ICT skills course in north London, the Union knew that there was a demand for high quality ICT skills training for teachers, but the scope and on going success of the NUT's programme has been absolutely amazing. During the subsequent ten years the NUT has trained over 15,400 teachers in a wide range of ICT skills right the way through from the very basics to using advanced features of interactive whiteboards.

ICT courses are organised at venues across England and Wales at times and locations which are suitable and convenient to teachers. The ICT skills programme has grown immeasurably and in the past year the NUT has been working in partnership with the Sierra Leone Teachers' Union on a project to deliver ICT training for women teachers in Sierra Leone. I am proud of the NUT's involvement in this project and it is a great example of two teachers' unions working together for the benefit of their members.

The enduring success and popularity of the NUT's 'ICT Skills for Teachers' programme is a reflection not only of the continuing needs of teachers for relevant, high quality training but also of the NUT's ability to provide it.



Christine Blower

CHRISTINE BLOWER
Acting General Secretary
National Union of Teachers

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A High Tech Union – Meeting Teachers' Needs

John Dixon, NUT Assistant Secretary, Organising and Membership Department

As a trade union, the NUT has long campaigned for good, high quality ICT training for all teachers and as a professional association the NUT also provides it. Over the past ten years, the NUT has established an excellent reputation as a major provider of ICT training for teachers. This is to be applauded and celebrated.

Supporting fifteen thousand teachers and still going strong!!

Since the current government came to power in 1997 there has been a high tech revolution in our nation's schools. All schools have been hooked up to the internet and there are computers and interactive whiteboards in nearly every classroom. This has created an immense and continuing need for relevant ICT training for teachers. The NUT has been able to and continues to meet this demand. Over the past decade 15,400 teachers have enrolled on an NUT ICT skills course.

Building Strong Partnerships

One of the key factors in the NUT's 'ICT Skills' programme's success has been in developing a nationally organised locally delivered programme of courses. The range of courses on offer is constantly reviewed and developed. Whether it is courses covering popular computer programmes commonly used in school or other courses which demystify the new multimedia technologies often found in the classroom, the NUT is ensuring that it meets the needs of teachers. All of this has been achieved through strong partnerships with local FE providers across the whole of England and Wales.

Over one thousand one hundred courses

Since 1999 the NUT has organised 1,143 courses at 175 different locations across England and Wales. The NUT has



always been committed to bringing our ICT skills courses to where teachers live and teach. The courses have been as popular in rural areas as they have been in city centre venues whether that be in Kings Lynn or in Swansea, in Kendal or in London.

The popularity of the courses has meant that demand has often outstripped supply. Over the past decade over 750 of the courses have been fully booked. Often our courses are oversubscribed, and in total our courses have been oversubscribed by in excess of 2,860 applications, which represents a staggering 17.6 per cent. Due to this overwhelming popularity the NUT has repeated courses at over 100 locations.

The NUT's courses have been particularly popular among groups of teachers who often miss out on school-based ICT training, such as supply and part-time teachers or teachers on fixed-term contracts. Twenty per cent of those who enrol on a course are either supply teachers or teachers on a fixed-term contract, with a further 32 per cent teaching part-time. This is an admirable record for the NUT.

Publicising Good Practise

The NUT continues to highlight teachers' ICT training needs to education decision-makers at both local and national levels. It publicises the success of its 'ICT Skills for Teachers' programme at many different forums. Local MPs are invited to visit courses running in their constituencies and they continue to show a great deal of interest in the programme. Stephen Williams, MP for Bristol West, visited a course running at the City of Bristol College recently. He was very impressed by the course and enjoyed meeting teachers who were benefiting from the courses. A further report about the Bristol course is on the page opposite.

Sierra Leone ICT Skills Programme

In the past year, with funding from the TUC International Development Learning Fund, the NUT has worked with the Sierra Leone Teachers' Union (SLTU) to train women teachers in basic ICT skills. This has been an extremely successful joint endeavour. The SLTU now has a state of the art computer learning centre at their national training centre in Freetown and by the end of the project 80 women teachers had attended a basic ICT skills course. You will find a further report about the project on pages 6 and 7.

This project will have a lasting positive impact on these women teachers, their schools and the children that they teach. It is also helping these women to become more actively involved in the SLTU. I am very proud of the NUT's leading role in this project.

During the past ten years the NUT has been very successful in meeting teachers' ICT needs. The NUT's 'ICT Skills for Teachers' programme supports teachers and will continue to have a positive impact on teachers' professional and personal lives.

MP Impressed by Teachers' Dedication

Nina Franklin, Bristol NUT Division Secretary and NUT Executive Member for Bath, Radstock & North East Somerset; Bristol; North Somerset; South Gloucestershire; Swindon and Wiltshire

On a cold and wintry February evening at about 5.30pm, I visited one of the NUT's intermediate ICT courses at the



City of Bristol College. Also visiting the course was the MP for Bristol West, Stephen Williams.

The bright and well equipped teaching room was filled with Bristol NUT members industriously working away on spreadsheets using the NUT course booklet. As Stephen and I went round the room looking at what they were doing it emerged that the MP certainly had a high level of ICT skills himself as he was able to help anyone who was having difficulty! He said that he was impressed at teachers giving up their time after school to develop their ICT skills, particularly in view of the many demands on teachers' time.

Sharon Mitchell, who is an NUT representative in Bristol, told me that she had found the course very useful and that it enabled participants to learn skills which they often do not have time to learn as part of normal school INSET. She pointed out that INSET days are often so full up with all the other things that teachers need to know about, there was often not time to improve on ICT skills. Another participant from Blaise Primary School in Bristol told me how useful she had found the NUT course booklet as it allowed everyone to work at their own pace.

Everyone was very impressed with the course and found it really useful and certainly worth giving up their time after school to attend, my only question was, "When is the next one, and how do I sign up for it?"

Tribute to Steve Sinnott

Steve Sinnott visited an interactive whiteboard course at South Camden City Learning Centre shortly before his untimely death on 5 April 2008. As NUT General Secretary, Steve was a firm supporter of the 'ICT Skills for Teachers' programme and thoroughly enjoyed meeting the course participants and the College of North East London tutor, Loraine Taylor, seen here with Steve.



"Enjoyable, and the tutor was helpful."
Bernice Gayle
Bromley College

"Really has increased my confidence and ability."
Sue Cook
City of Bristol College



A Vital Resource

Betty Joseph, Primary School Teacher, Joseph Lancaster Primary School, London and Southwark NUT Association Secretary

The 'ICT Skills for Teachers' free courses put on by the NUT are vital resources for teachers.

I remember when I was given a huge interactive whiteboard for my classroom, in 2005, how keen I was to have some training and begin to incorporate it into my weekly planning. However, my school did not have an ICT co-ordinator at that time, so there was no training available for teachers.

I applied to go on a twelve week intermediate course at Lewisham College after receiving an invitation in the post. The course was excellent. I was able to work at my own pace and was given assistance whenever it was needed from a really patient tutor. At the end of the course I felt I had achieved that target, and was able to share this knowledge with my colleagues at school.

It was also a good place to exchange knowledge and issues with other teachers in a small group, collaborative learning amongst your peers. It inspired me to want to continue my CPD in ICT and apply for the next stage, the NUT's multimedia course.

In spring 2008 I attended a multimedia course at the College of North East London. It was again an excellent course, where we learnt to design our own interactive program on the Promethean Interactive Whiteboard, and to use photographs to make mini films that could be uploaded to the internet.

The course was held around the time of the NUT pay campaign so it was an ideal opportunity to hear what the feeling was in north London about the pay campaign, and of course, drum up some support!

Although the courses are held in the evenings, during twilight hours, and we are often tired, I would recommend any of the ICT courses to all NUT members. It is really worth the effort in more ways than one. Well done again to the NUT for providing these free courses to qualified teachers!!

Professionalism and Personalities Abound in Preston

Janet Newsham, Trade Union Studies Tutor, Preston College

As the tutor for the 'ICT Skills for Teachers' course at Preston College it was a privilege to get to know so many dedicated and interesting teachers. It was with some trepidation that I undertook to deliver the NUT course, not least because one of the teachers on the course was my own child's class teacher! I needn't have worried; the teachers on the course were hardworking, supportive, friendly and above all else, professional. It is a credit to the profession that teachers undertake training in their own time to improve their skills and also a credit to the NUT that the Union provides this much needed training.

TUC courses are run with an emphasis on collective learning. This means that everyone contributes to the success of the course. Anyone who uses ICT knows that there are many ways to do the same thing and we were able to explore different solutions to problems.

We try to make the courses informal, fun and relevant using the high standard course materials, produced by the NUT, which cover word processing, spreadsheets and presentation software. We had a lot of laughs on the journey, exploring real life experiences from the classrooms. Many of the teachers on the courses used presentations and certificates created on the course in their own workplaces, with sound and visual effects to the maximum! I believe that, above all else, all the teachers on the course left with the confidence to use ICT in their own working environments.

The NUT's 'ICT Skills for Teachers' courses are very positive and rewarding courses, not least in the skills they deliver but also in the friendships that are formed and experiences that are shared.

"I've thoroughly enjoyed the whole course and there was a really pleasant and supportive atmosphere."

***Dorota Chodorowska
College of North East London***

"The course was enjoyable with a very helpful tutor."

***David Miller
Gloucestershire College***

Creative Endeavours

Diane Embley, Early Years Educator, Wallsend Children's Centre, Newcastle-upon-Tyne

The ICT intermediate course, run by the Newcastle Trade Union Education Unit at Cardinal Hume Catholic School in Gateshead, which I attended during the autumn term of 2008 was great. I am not a natural with ICT skills so felt I needed all the help I could get. As an Early Years Educator in a children's centre I have found the skills learned invaluable.

The word processing section consolidated my currently held knowledge and I now use it on a regular basis to do planning, registration sheets and observations. Using the computer just makes things look so much more professional and, as I save most things, it's a real time saver.

Learning how to insert pictures and logos has given me sufficient confidence to create flyers and information

booklets for parents, making them more accessible and more visually appealing.

Learning more about PowerPoint presentations was brilliant. I am less threatened by computer technology and my delivery of training sessions can be made more professional with a greater visual impact as well as providing useful handouts to support the learning.

I am much more confident in sending emails to colleagues, copying in several recipients and attaching files and documents.

The course was great as it allowed me to work at my own pace. Some sections I felt familiar with and could complete more quickly, leaving me time to concentrate on new and less familiar skills.

I would definitely recommend the course. It was a real boost to my confidence and I feel better qualified to help those in my workplace.

Learning Step by Step

Beryl Kemp, Teacher, Maidenhall Primary School, Luton

My story may be a familiar one. Our classrooms were to be fitted with interactive whiteboards to gasps of amazement. Two hours of INSET were organised and my interest and enthusiasm were duly engaged. However, I did not get my interactive whiteboard until at least six months later!

I reviewed my notes and photocopied sheets and started to use my new piece of technology. However, there lingered at the back of my mind the awareness that it was not being used to its full potential.

Then an invitation dropped through my door to go on an NUT interactive whiteboard course at Dunstable College. This was just what I needed and one of the most useful and effective courses I have undertaken. The tutor was encouraging, no need to fear asking the 'idiot questions'. Those on the course were in a similar position

of feeling they did not know enough to make the best of their interactive whiteboards.

We set about discovering together, led patiently step by step, given the opportunity to try things out, taking turns to demonstrate our new skills to the group. We learned how to use the full range of tools available, design our own presentations and extend the applications. I became animated, good grief! I could animate!

The training has impacted not only on my own teaching but hopefully on that of my colleagues. I couldn't wait to demonstrate each new skill. I rushed round showing everyone how to covert writing to text – very useful when using the Discovery Dog planning tool. I am sharing the presentations that I have produced with others in my year group. This year I have a graduate trainee and so she too is getting the benefit of my newly acquired skills.

My experience has only served to demonstrate that if we are to make the most of new technologies, then it must go hand in hand with high quality ICT training.

Hi-Tech Skills Put Into Practice

Jackie Holland, Teacher, St Meryl JMI School, Watford

As a part-time and sometimes supply teacher, the NUT's 'ICT Skills for Teachers' course was a great experience. We part-timers often miss out on ICT training and don't often get the chance to experiment and put into practice things we have gleaned along the way.

At the interactive whiteboard course at Harrow College

we experimented under the dedicated and expert guidance of the WEA tutor, Ray Barsby. Ray equipped us with confidence, in my opinion a key ingredient, to turn his teachings and knowledge into new skills and tricks on the interactive whiteboard. These skills have helped me with everyday presentations.

As a bonus, the interaction with teachers from other schools meant exchanges of views, ideas, and I was additionally the fortunate beneficiary of some great ideas for French lessons from a fellow course participant.

We all need to be computer literate in this hi-tech era in schools and to make lessons more interesting.

Thank you NUT for this informative, valuable and friendly course.

"This course has given me the confidence to tackle anything on a computer."

*Lois Mackie
Havering College*

"I thoroughly enjoyed the course."

*Denise Macey
Lincoln College*

Eyes Wide Open in Sierra Leone

Jane Messervy, NUT Project Worker for the 'ICT Skills for Women Teachers in Sierra Leone' Project

In 2007 the NUT was successful in securing funding from the TUC International Development Learning Fund for an 'ICT Skills for Women Teachers' project in Sierra Leone, West Africa.

The funding enabled a pilot programme to be developed and implemented, working in partnership with the Sierra Leone Teachers Union (SLTU), for four ICT skills courses, each accommodating twenty female teachers – eighty teachers in total. The training was carried out at the SLTU's training centre for teachers, Hotel 5 10 in Freetown. The TUC funding enabled the establishment of an impressive ICT suite.

The courses were based on the introductory level ICT training course materials developed by the College of North East London (CoNEL) for the launch of the 'ICT Skills for Teachers Programme' in 1999. It is a great reflection on the continuing partnership between the NUT and CoNEL that Kofi Amo, a TUC tutor at CoNEL has been involved in all stages of the Sierra Leone project, from adapting the course materials and working with tutors in Sierra Leone to providing a trade union ethos on the courses.

The courses reflected the NUT's commitment to high quality professional development and training, as well as to international development. During the courses participants had the unique opportunity to learn more about the SLTU with daily sessions run by the SLTU Secretary General, Davidson Kuyateh, with the aim of empowering women members and developing their involvement in all aspects of the union.

The NUT invited existing partners to contribute to the project, including the SLTU, the British Council in Sierra Leone, Voluntary Service Overseas (VSO) in Sierra Leone, Education Action International, Education International Africa, the International Trade Union Confederation (ITUC) and the DfID office in Sierra Leone.

The courses achieved 100 per cent attendance. The very enthusiastic participants were keen to disseminate the skills they had learnt to colleagues, maximising the project's impact, and to further develop their learning through electronic networks and communication links, such as the internet and email.

One of the participants likened the ICT course to being in a hospital theatre, where their eyes were operated on, enabling them to see life and the whole world differently through the internet, with the memory stick as a walking stick leading them to new places.

Following the completion of the project the SLTU will continue to use the new facilities to provide further training programmes, with the NUT supplying additional course materials to further develop teachers' ICT skills in Sierra Leone.

Following the success of this pilot project, the NUT plans to submit further bids to facilitate similar programmes in other African countries.



The view over Freetown in Sierra Leone

"I'm very grateful that the course has been provided for me free."

*Noel Watkins
Gateshead Lyndhurst Centre*

"I found the help and advice given by the tutors to be excellent."

*Catherine Passman
Middlesbrough City Learning Centre*

Journey into the Lion's Mountain

Jonathan Jeffries, Independent Projector Evaluator for 'ICT Skills for Women Teachers' project in Sierra Leone

Prior to the plane landing at Lungi Airport, near Freetown, capital of Sierra Leone, I was full of excitement and apprehension all at the same time. I was aware that Sierra Leone is a desperately poor country in West Africa, despite its diamond mineral wealth. Ten years of civil war that ended in 2002, had halted any progress and development. Despite this, I was looking forward to evaluating a computer training project for women teachers run jointly by the NUT in the UK and the SLTU in Sierra Leone.

Lungi Airport terminal is small and going through the terminal can best be described as organised chaos. The noise of people shouting filled my ears, porters were vying to take my bags, customs officers dressed in airline pilot suits, and an abundance of people giving you directions and herding unsuspecting visitors, like me, as if we were cattle.

There are few modes of transportation to get you to the capital from Lungi; the British Foreign Office advice was all were a risk. I was advised by my NUT colleagues in the UK to travel from the airport to Freetown by helicopter. Getting inside the helicopter was no easy task. The luggage was strewn over the middle of the fuselage and everyone was struggling to obtain a seat. It then started to rain torrentially.

I then travelled by taxi to the SLTU's training centre Hotel 5 10, named after World Teachers' Day. The rain had converted the dirt roads into rivers and the embankments into mini lakes. Crossing the capital was not an easy task. Night had fallen and there was no street lighting. Everyone sounded their horns like ships on a misty night.

In the city centre, hundreds of vendors sold their wares; soap, powdered milk, bread, cigarettes, you name it, they sold it! There were a few buildings, a couple of banks and the electricity board. Apart from those concrete buildings, the rest were shacks and poorly constructed out of whatever material could be found. There were abandoned cars everywhere due to lack of fuel and/or because of poor maintenance.

When I woke up the following morning my eyes could not believe the ram-shackled shanty town that surrounded the Union's training centre. It seemed an odd contrast that on my side of the fence, I had running water, a shower, a toilet and was fed with good food.



L-R: Davidson Kuyateh, Hawa Koroma, Abdulai Koroma, Kathleen Charles, Jonathan Jeffries, Morris Conteh

I managed to spend some time with a trade union activist and head teacher, Kathleen Charles. She told me that this is a country where children regularly go to school hungry, have to walk long distances to get to school and whose parents may only just have enough money to pay for school fees.

She told me about the civil war and her hope for a lasting peace. During the civil war teachers had to go into hiding either in another part of the country or abroad and teaching stopped completely.

Given the recent history of the country, it was a pleasure to see the group of women teachers participate in an ICT course. It was quite a contrast to see the hi-tech computer equipment being used and then just looking out of the window you were surrounded by abject poverty. It was inspiring to see that despite all this, the need to learn and connect with others was important to the participants. Many of the women were amazed at the opportunities that the internet offered.

From Sierra Leoneans' perspective charity won't mend what colonialism and civil war has taken away from them. It is only through genuine work towards eliminating the causes of poverty that things will change. It is only by sharing the country's wealth, gained by diamond mining, that ordinary Sierra Leoneans can be lifted out of poverty. But for now these women teachers were grateful for their union's efforts to bring them closer to a world that previously seemed cut-off to them.

Despite my initial apprehension, I learnt a great deal from my five day experience. I was shocked by the poverty but humbled by the Sierra Leoneans' attitude of 'this is how we live and we have to get on with it'.

"I am now a lot more confident and not afraid to 'have a go'."

*Mary Wood
Milton Keynes College*

"Very relevant to the work I do in school. Extremely useful."

*Vanessa Andrews
Preston College*

Clowning Around in Chesterfield

Diane Shaw, Nursery Teacher, New Whittington Community Primary School, Chesterfield

Two days after I was informed that I was going to be the lucky recipient of an interactive whiteboard in the nursery, as if by magic, a flyer from the NUT arrived. I was invited to apply to attend an interactive whiteboard course at Chesterfield College. The venue, the Clowne Campus, was excellent with state of the art facilities.

The tutor immediately made us all feel at ease. At the beginning of each session he discussed the evening's aims and objectives. The demonstrations were clear, after which we were given time to practice and produce our own materials which could then be utilised in our own settings. The tutor was always on hand to answer any questions and guide us through areas that were proving to be problematic.

Each week, the tutor informed us about specific websites which could be used to produce a variety of effects on the interactive whiteboard. He also utilised a variety of different hardware, including an interactive game with handheld buzzers. We all competed against each other, which proved to be highly entertaining and extremely competitive.

Attending the course has meant that in a short space of time I have learnt how to use tools associated with Notepad and create my own materials, using a variety of programmes, including PowerPoint and importing images from a range of sources.

The course booklet, produced by the NUT, is clear and concise and has proved to be an invaluable resource since completing the course. I would recommend this course to anyone who wishes to gain more expertise when using an interactive whiteboard.

Learning Close to Home



Debbie Stuart, Teacher, Gloucester High School for Girls

A free ICT training course at Gloucestershire College, close to home – sounds too good to be true. After applying at the start of the summer holidays and being accepted a couple of weeks later and sorting my childcare arrangements I started the course in September 2008. It was a twelve week course, run as twilight sessions, which suited me. The course was designed to give practical experience of interactive whiteboards and digital cameras together with knowledge of Microsoft Publisher, to show the versatility and potential of new technologies.

Initially I was a bit apprehensive, feeling that I was the least experienced of our class of fifteen, but in the long run I probably benefited most because I attended every class and completed the course.

I learnt a lot from the sessions on Microsoft Publisher and am now more creative with worksheets and more confident incorporating the knowledge into PowerPoint.

The interactive whiteboard section gave me a taster of the potential in producing more interesting lessons with a variety of activities. I learnt loads and on the many occasions when I was stuck or unsure how to proceed, the tutor was always on hand to help and guide. They were a friendly group of people and you could often hear comments like, "So that's how you do it" as we were told many short cuts or given hints on useful ways of carrying out tasks.

The digital photography section allowed us to use our own cameras, manipulating the digital images, which for me, as a novice, was great.

The best thing for me was that I had a structured thirty hour programme with a tutor on hand to iron out my mistakes, it was "my time for me" and I have been able to pass on some of what I learned to my colleagues.

Spotlight on Salisbury

Angie Bywater, Tutor, Salisbury College

The NUT's 'ICT Skills for Teachers' courses have helped many teachers learn new skills and become more confident using ICT in their classrooms.

One particular favourite is the interactive whiteboard course, which covers numerous aspects of using interactive whiteboards in the classroom. Teachers have been particularly interested in:

- Using web pages and graphics in SMART presentations
- Creating, saving and re-using materials
- Using video and audio in lessons
- Techniques to create fun and interesting lessons (e.g. 'magic' paper)
- Using interactive whiteboards with Excel, PowerPoint and Word

Louise Dymond, Teacher, Exeter House Special School, Salisbury

It was with a little trepidation that I arrived at the first of six sessions of the NUT's 'Interactive Whiteboard Skills for Teachers' course at Salisbury College. We had recently had a long awaited interactive whiteboard installed in our classroom and therefore it was something that I knew I needed to do. However, as a complete computer dinosaur I thought that it may be like attending a nuclear physics course in Chinese!

Soon into the first session, however, I felt a sense of relief. The first reason for this was our tutor, Angie, who was approachable, friendly and able to explain things in a clear and simple way. Secondly, the course booklet was clearly structured and set out, with each task

Dr Gail Route, Assistant Curriculum Team Leader for Science, Avon Valley College, Durrington, Wiltshire

In autumn 2008, NUT members in the Salisbury area were invited to register for an 'Interactive Whiteboard Skills for Teachers' course held at Salisbury College in Wiltshire. The six week course attracted both primary and secondary teachers. The main focus was on the use of SMART interactive whiteboards. Training encompassed skills such as getting started, hyperlinks, importing and exporting to other software such as Microsoft Word and PowerPoint and some advanced skills techniques.

Although, personally, I felt reasonably competent using an interactive whiteboard, I was surprised to find that there was so much more to learn. All my lessons at school are delivered using SMART notebook software. The confidence I have gained from the interactive whiteboard course has enabled me to be more creative and inventive in my teaching. I also feel it has helped to bring lessons 'more to

- Recording to create Flash files

There is so much information out there on the internet and seamlessly integrating content into lessons is another area of interest. How do we get pictures off the internet? How can we easily put You Tube videos into lessons? How can we easily get to websites without having to type in huge addresses?

Participants have found that the sessions also act as a really useful exchange of information and best practice, since the teachers come from a wide variety of schools and teach numerous subjects and age groups.

When using these new technologies, many teachers are afraid to go out of their 'comfort zone'. These courses give participants a chance to practice and become comfortable with their new-found skills with a supportive and like-minded audience before using them in front of IT-savvy students in the classroom. Sign up for a course near you – they are great fun and you have nothing to lose but your fear of the technology!

broken down into small, manageable steps with very specific instructions.

After the introduction each week, the main part of each session was very hands on. The first session was simply exploring the toolbar and icons in the software. What a luxury to 'play' for a couple of hours, a task impossible in the day to day life of teaching, and Angie was at hand in case of questions or problems. Throughout each session the skills I was learning were triggering ideas that could be used in the classroom.

Although several of the other students had already attended the previous course (and sounded frighteningly knowledgeable to me!), we were able to work through at our own pace and level. It was brilliant to attend a course which was so practical and relevant. I'm waiting for the next one!

life'. Pupils definitely seem more responsive and engaged.

In my experience, I found that SMART Board software, together with internet access, can be easily used at all teaching levels. One of my favourites is the 'word recognition' feature of the software which no longer gives pupils the excuse that they cannot read the teacher's writing! Furthermore, updated software can be downloaded from the internet, which enables you to keep up-to-date with the latest SMART Board developments.

The interactive whiteboard skills I have learned from the course have been disseminated to colleagues and trainee teachers within my College where we have a culture of sharing new initiatives and ideas.

As a teacher, I certainly feel I have benefited from the NUT's interactive whiteboard training and would thoroughly recommend it to all teachers. One does sometimes wonder how we survived before interactive whiteboards!

"It has been fantastic. I have gained a lot more confidence."

*Amanda Perry
Solihull College*

"The tutor was fantastic and so flexible to our needs."

*Monica Mabey
Southampton City College*

Mentoring in Merseyside

Ray Roberts, ICT Course Coordinator, Merseyside Trade Union Education Unit, Liverpool

The Merseyside Trade Union Education Unit is part of Wirral Metropolitan College. We deliver the TUC core programme of training courses for the whole of Merseyside and in addition we write and deliver bespoke training courses for TUC affiliated trade unions, like the NUT.

This unit has been involved with the NUT's 'ICT Skills for Teachers' programme for over six years and have recently been delivering the multimedia and interactive whiteboard courses.

Course participants, whether familiar or not with ICT, the SMART Board or digital camera technology, are consistently impressed with what their trade union provides. They tell me if it were not for the NUT, they would not receive this training at all.

The sessions are filled with enthusiasm and the collaborative approach to learning we adopt on the course

ensures each student receives all the support they need. Course participants work at their own speed and benefit from the collective knowledge present. They take ownership of the course and together they help determine much of the content.

The training instils confidence and before the course ends many participants, even those who readily admit to having a fear of technology, tell me they are competently using interactive activities created on the course, in their own classroom.

The NUT course booklet, supplemented with our own additional classroom focused materials and activities, provides NUT members with a comprehensive reference manual, which they can take away and use after the course.

Course feedback speaks for itself and those who have undertaken this training consistently urge other colleagues to give it a try. Participants say attending the course is as much a social 'get together' as it is a learning event – it's fun!

What the participants have to say:

"Excellent tuition, one-to-one and exceedingly supportive. A real confidence builder. Beats any INSET!!!"

Dave O'Hanlon

"Ray was an excellent tutor. He gave me a great deal of confidence in ICT. I am working well in the classroom with the children and it has definitely improved my teaching. The multimedia course, with the digital camera training and interactive whiteboard activities, was particularly useful as it gave me lots of new ideas."

Malika Horsman

"Lots of really useful ideas ... able to take what I have learnt into the classroom."

Natalie Kelly

"Extremely enjoyable. The course tutor was very patient and approachable. I have used these new skills in the school environment."

Christine Barton

"The interactive SMART Board training was very valuable, especially as a supply teacher."

Pam Alexander

"The course was absolutely fantastic!!! I learnt an incredible amount and have been able to use all the skills in my teaching. I'm really confident with the interactive whiteboard now and use it all the time. I thoroughly enjoyed the digital camera training and have used all the skills in school and home. Many thanks!!"

Mary Worthington

"Very enjoyable. I am now more confident with ICT."

Maria Carter

"The tutor was very enthusiastic, patient and helpful – great resources available. All materials were very comprehensive."

Patricia Forsyth

"Very friendly, relaxed atmosphere. The tutor was very patient!"

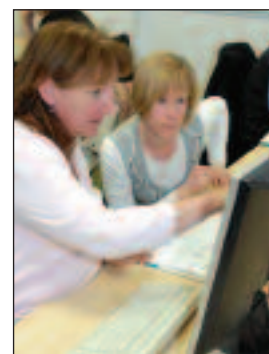
Pat Parry

"An excellent course run by a very well organised tutor who made a great effort to inspire confidence in participants."

Mary Downey

"Extremely good booklet and wonderfully patient tutor. This course helped me return to work."

Anna King



Merseyside Magic

Helen Hebden, Teacher, Beaufort Park Primary School, Liverpool

Mine was the last classroom in the school to be fitted with an interactive whiteboard and I'm sure that they thought it was going to be a waste of school funds.

We, the staff, had a few after-school training sessions and some very helpful students, but I was not convinced. I would glare at it and lament the amount of time children spend in front of a screen of one sort or another at the expense of social interaction.

Then the NUT offered a free twelve week evening class on multimedia technology – digital photography, Microsoft Publisher and interactive whiteboards.

And so I trotted along each week to the Merseyside Trade Union Education Centre, tired after school but knowing it would be worth it. Our tutor, Ray, was wonderfully patient with a group of people who were all very different but shared a sense of desperation about getting their heads around new technology. Attitudes ranged from bewildered to terrified.

Ray's skills wowed us with the possibilities. Improve your photography and don't just take photos, make a video presentation, a personalised birthday card, create a magazine.

He showed us that the interactive whiteboard could be easy and fun to use and I began to enjoy applying the training in the classroom.

When another NUT course was offered which focused on the interactive whiteboard I jumped at the chance. Happily, it was the same tutor who took us on from knowing the basic icons and their uses to downloading from the internet and being creative with sound effects and animation.

I'm still careful about over-using a screen to teach, but the interactive whiteboard can add a 'bit of magic' to lessons, engaging all pupils with text, sound and images.

Our school has benefitted tremendously from the NUT courses. My confidence and inclination to use the interactive whiteboard and to share skills with colleagues, has created a can-do ethos of, 'Even Mrs Hebden can use it'.

Black Holes and Avoidance Techniques

Alan Clarey, Community Special Needs Teacher, Special Educational Needs Integrated Support Service, Liverpool City Council

It's the little uncertainties that begin to play on the mind.

Each Thursday I would walk from the special needs suite of classrooms, passing modern foreign languages to the staff room. Each classroom would be darkly illuminated by graphics flashing from interactive SMART Boards onto illuminated faces. Uncertainties, reinforced by being the outsider, the peripatetic teacher working across a spectrum of specific and complex learning difficulties, became twisted into a dark secret. A total, complete and absolute lack of knowledge of anything to do with interactive SMART Boards.

After years of observing pupils' avoidance techniques, I was now shamefully using them myself. With no central SMART Board training, and no INSET, I became unique in my school with a black hole of knowledge about all things involving interactive whiteboards.

Therefore, receiving an invitation from the NUT to attend a six week interactive SMART Board course at a convenient, well appointed central Liverpool location, translated into panic that it might be oversubscribed, and then fear that it may not run for some unforeseen reason.

There was no need to panic though, when the course began we were encouraged to begin from our existing ICT skill base and apply those skills to the interactive whiteboard, allowing us to feel more confident as we learnt new skills.

Now I do that Thursday walk confidently, appreciating each classroom as I pass. And I get to use the interactive SMART Board.

***"A good supportive atmosphere.
Very patient tutor. I looked
forward to attending each week.
I learnt new skills to apply
in my work"***
*Amanda Mathias
Cardiff WEA Centre*

***"It was excellent to share ideas
and knowledge with colleagues."***
*Francine Pimperton
West Nottinghamshire College*

Learning the Ropes

John Brown, Deputy Head Teacher, Harefield Academy, Middlesex

I joined a mixed ability group at the South Camden City Learning Centre, to further my SMART Board skills. I felt comfortable of my progress as my ability was particularly low. Despite many opportunities to train in the brand new Harefield Academy, with state of the art ICT facilities, I felt the need to train away from new staff who knew no other way of teaching.

I remember the days of showing a video tape and students assisting in pressing the correct buttons on my behalf – I was desperate not to repeat this reliance on students.

In each INSET session after instruction, we were set a task of using the acquired skill, in planning a lesson for the

next day's teaching. The subsequent feedback from students, as always, is really the only way to make real progress.

The safety of training with contemporaries from other schools was invaluable. A sharing of resources, once created, was a bonus.

The using of this type of ICT is not at all difficult. As with all new technologies, perception is the major hurdle. My general maxim is that if a 14 year old can easily cope with it then with my 25 years in education, it really should be a breeze.

To have the safety of being taught out of one's school environment was truly invaluable. I now have this method of teaching as an additional tool, which compliments my approach rather than replacing it. My previous teaching styles over 25 years still have their place, but are being used less and less.



New Tricks in Bath

Mary Grayling, Teacher, Aldermoor Farm Primary School, Coventry

I recently attended an NUT intermediate ICT skills course in my home town, at the Bath Place Community Centre in Leamington Spa. The venue was a big plus for me as it was close to home and held as twilight sessions. It also met the needs of my performance management for 2008/2009. The course itself was well structured. The group I was in was very supportive. It's amazing what you don't know, and how quickly you can forget things. The NUT course booklet that came with the course was excellent. With help from our tutor we were able to achieve a great deal. You keep the course booklet so you can continue to refer to it.

It's a wonderful feeling to hear someone say to you, 'I didn't know that!' as you put your new found skills into practice.

What did I learn? I learnt how to make documents and worksheets more interesting and use more advanced features such as mail merge. I also learnt simple things which were often shortcuts to getting what I wanted. I've sat through many (boring) PowerPoint presentations but I have never done one myself. Now I've got the confidence (not always the time) to produce interesting presentations using newly acquired skills.

So thank you to the NUT. The course was definitely worth going to and I have recommended it to my colleagues at school.

Mary Grayling – primary teacher about to retire, but still open to new ideas!

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“Developing ICT Skills for Teachers”

The National Union of Teachers has provided the funding for these ICT skills training courses. They are available for all qualified teachers.

Course materials have been developed by
The College of North East London.

