



## DIGITAL DIALOGUE:

# Innovating Parent-Teacher Communication in the Cloud Era

09 – 15 June 2024, Rome, Italy

7-day teacher training course focused on leveraging digital cloud-based technologies and websites for effective information sharing with parents involves a blend of technical skills, communication strategies, and practical applications

### **Day 1: Introduction to Digital Communication**

- Morning Session: Introduction to the course, participants, and objectives. Overview of digital communication's importance in education.

- Afternoon Session: Basics of digital communication tools, focusing on cloud-based technologies, their benefits, and potential challenges.

### **Day 2: Understanding Cloud-Based Platforms**

- Morning Session: Deep dive into cloud-based platforms (e.g., Google Workspace for Education, Microsoft 365 Education) and their features relevant to education.

- Afternoon Session: Hands-on session setting up and navigating a cloud-based platform. Setting up class profiles, document sharing, and communication channels.

### **Day 3: Effective Use of Educational Websites and Portals**

- Morning Session: Overview of popular educational websites and portals. Criteria for selecting the most effective tools for different needs.

- Afternoon Session: Practical session on creating and managing content on educational websites. Integration of multimedia and interactive resources.

### **Day 4: Tools for Creating and Managing Web Sites**

- Morning Session: Cloud-based tools for creating web sites for educational organizations.

- Afternoon Session: Applications for creating web sites for educational organizations.

### **Day 5: Enhancing Parent-Teacher Communication, Data Privacy and Online Safety**

- Morning Session: Strategies for effective parent-teacher communication using digital tools. Understanding parent needs and expectations.

- Afternoon Session: Understanding data privacy, security concerns, and legal considerations in using cloud-based technologies and websites. Best practices for ensuring data protection and privacy. Creating guidelines for students and parents.

### **Day 6: Collaborative Projects and Feedback**

- Morning Session: Designing collaborative projects using cloud-based tools that involve students, teachers, and parents.

- Afternoon Session: Gathering and incorporating feedback using digital surveys and feedback tools. Analyzing feedback for continuous improvement.

### **Day 7: Implementation and Continuous Learning**

- Morning Session: Planning the implementation of learned technologies and strategies in participants' educational settings.

- Afternoon Session: Resources for continuous learning and professional development in digital education technologies. Course wrap-up and evaluation.

Each day should incorporate interactive elements such as group discussions, Q&A sessions, and hands-on practice with the technologies. Additionally, providing real-life case studies and examples will help participants understand the practical applications of these tools in their teaching practice.