



IIOE User Guide

By UNESCO-ICHEI and UET Lahore

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Welcome to IIOE

What is IIOE?

Launched in April 2020, IIOE is a collaborative effort of UNESCO, UNESCO-ICHEI, its partner HEIs, enterprises and international organisations to accelerate progress to achieve the United Nations Sustainable Development Goal 4 (SDG4).

As an **education platform**, IIOE provides tailor-made online professional teacher development training programmes/courses for partner HEIs with both pedagogical and infrastructural support through the Smart Classroom project.

As a **consulting platform**, IIOE serves as an advisory body to facilitate institutional digital transformation and quality enhancement through its comprehensive ICT Competency Framework for Higher Education and its quality assurance mechanism for partner HEIs.

IIOE is also the **secretariat** for different partners to support the IIOE implementation at scale in developing countries and build a partnership network for sharing resources and experiences and facilitating knowledge exchange.

In 2021, IIOE aims to meet the increasing demand for digital transformation of higher education systems, for securing HEIs after the COVID-19 pandemic. With joint efforts of all partners, IIOE provides opportunities for university teachers, educational professionals and administrators for their professional development on ICT-related competencies.



IIOE Partner Network















































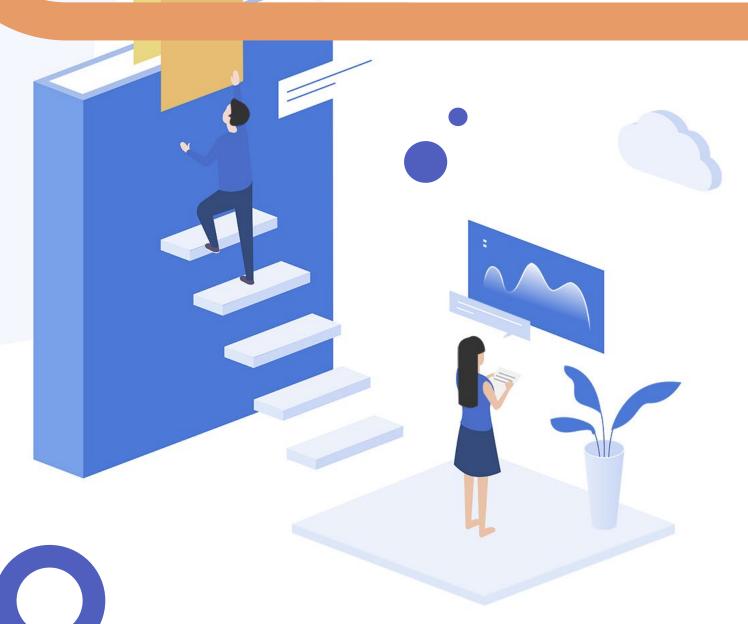




REGISTRATION & LOGIN

https://www.iioe.org/register





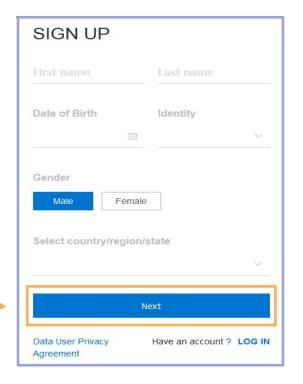






To Register

- ① Enter https://www.iioe.org/register
- ② Fill in your information on the first registration page and click
 Next



③ Type in your valid email address and click Send Verification Code SIGN UP **Email address** Send Verification Code Verification Code New password Re-enter password Sign Up Data User Privacy Have an account? LOG IN

Agreement



Agreement

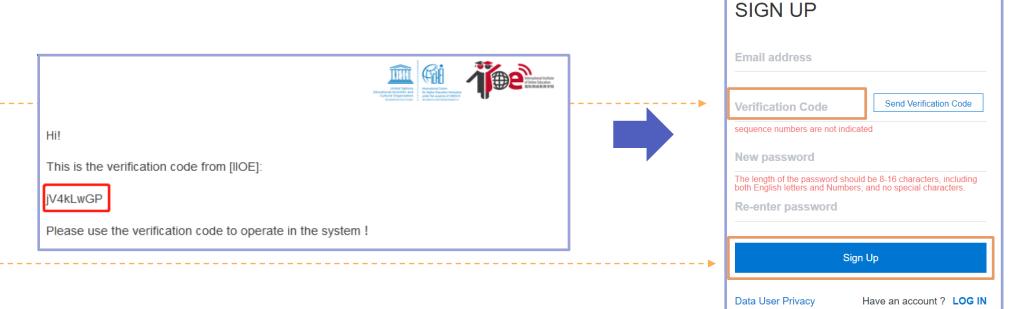


Registration & Login

To Register

④ Open the email sent from IIOE (<u>noreply@ichei.org</u>); If you do not receive the email in 60s, please try again to click Send Verification Code , or kindly check your Spam Folder.

(5) Copy and paste the **Verification Code** you have received to verification Code, sign up to complete registration.







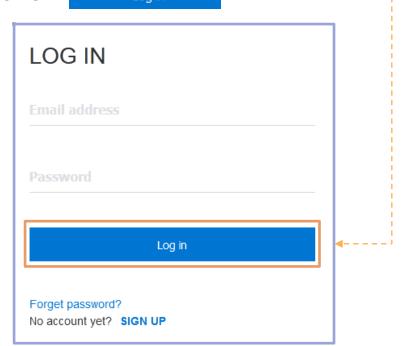
Registration & Login

Login

Congratulations! Now you have registered at IIOE!

Enter the Email Address and Password,

and click on Login



Guest Access

If you **do not register/ log in**, you may still browse the courses and training introduction pages; however, you cannot learn or download any resources.

It is highly recommended that you register with IIOE to unlock more resources for better user experience.



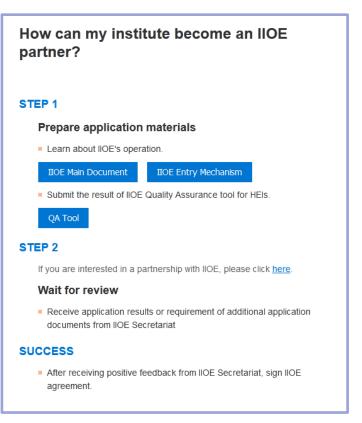


Invite Your Institute to Become an IIOE Partner

Join IIOE to build and share excellent educational experiences with institutions worldwide!

Scroll down the IIOE Homepage (<u>www.iioe.org</u>), you may find STEPs to apply '**Partnership with IIOE**' for your institute. For details, please refer to the "IIOE User Manual -Institutional Administrators".



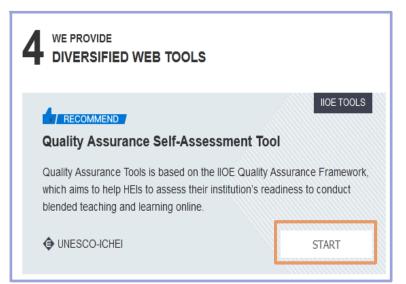


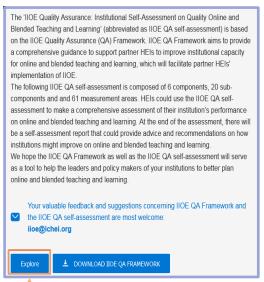


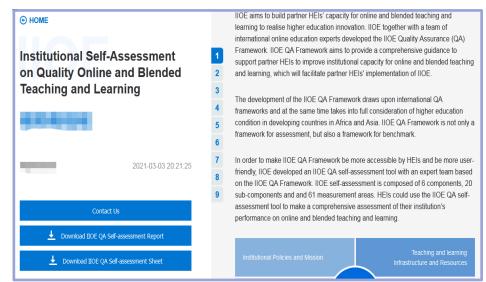


The QA Self-Assessment Tool for Institutions

- Your institute can use the **IIOE Quality Assurance Self-Assessment Tool** to fully assess the ability of conducting online & blended teaching
 - Enter https://www.iioe.org/qa/start and click Explore to start Assessment (Estimated time: 20 minutes)
 - A report will be generated automatically after you complete the assessment









AUTHORISE YOUR ACCOUNT WITH YOUR INSTITUTE











Authorise Your Account with Your Institute

- To ensure better service, and to enable you to obtain the joint competency certificate of your institute and IIOE, we highly recommend that you authorise your account with your institute right after registration:
 - ① Click on My IIOE to access your **Personal Profile**

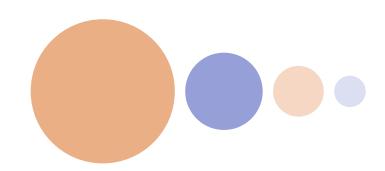


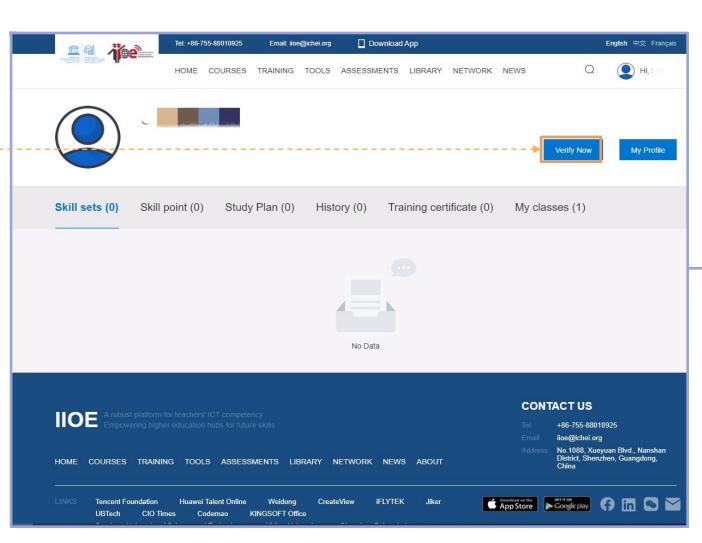




Authorise Your Account with Your Institute











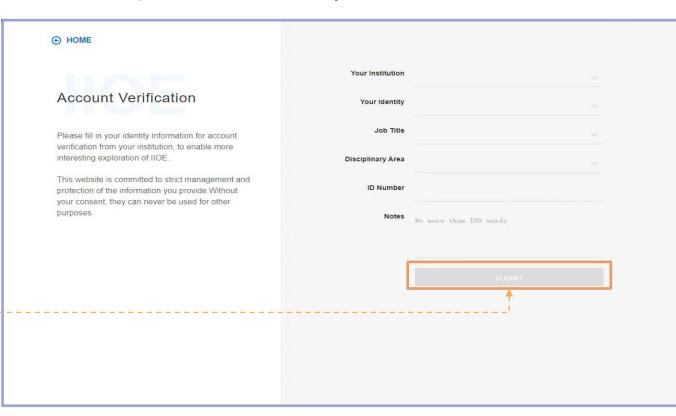
Authorise Your Account with Your Institute

(3) Fill in with required information and click on su

Now you have successfully applied to authorise your account!

Please wait for account verification from your institute and you will be able to conduct more

interesting exploration at IIOE.

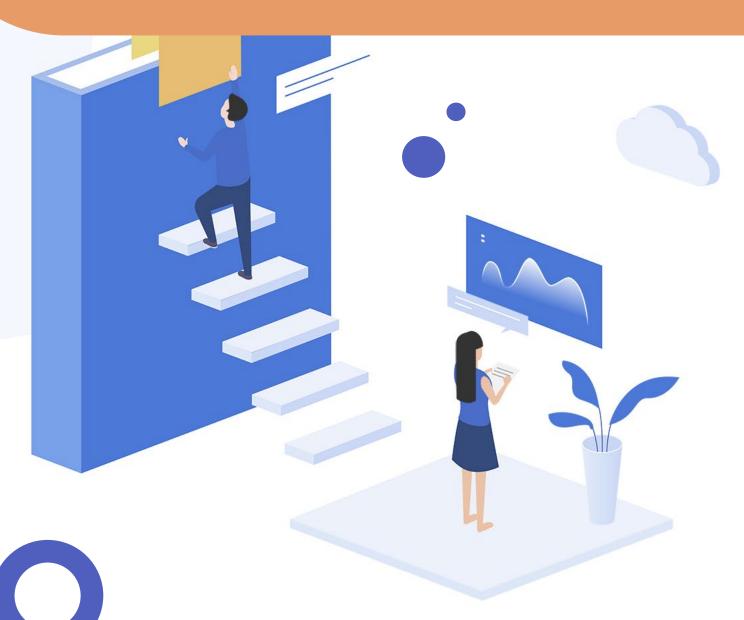




LEARN WITH IIOE









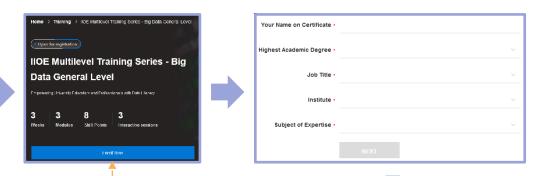


How to Participate in IIOE Training Series?

- Training Enrollment
- 1 Enter https://www.iioe.org/training or click
 TRAINING at the Homepage navigation bar;
 Log in with your personal account.
- ② In the training page, find courses that interest you.
- 3 Click Enroll Now and start your trainings.

- 4 Fill in your personal information and answer the questionnaire to complete enrollment application.
- (5) You will receive an email notification before the start of your training.





Congratulations! Information submitted successfully!

Please wait for the review patiently and the result will be emailed to you within 72 hours.

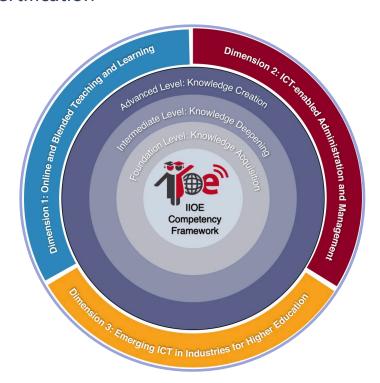
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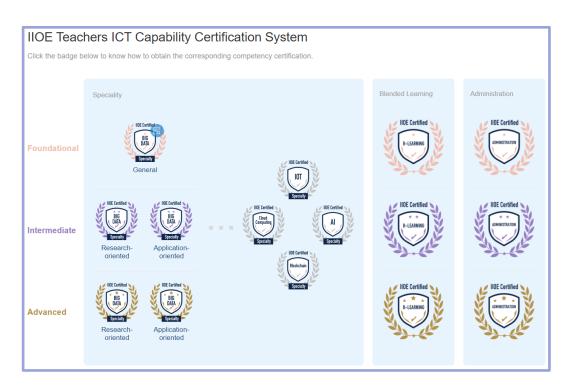




IIOE Teachers ICT Capability System

- Enter https://www.iioe.org/training, scroll down the page, and find more about the IIOE Teachers ICT Capability System.
 - ① IIOE Competency Framework helps you understand better the use of ICT and assistive technology in inclusive education.
 - ② IIOE Teachers ICT Capability Certification systems can guide you through how to obtain the corresponding competency certification





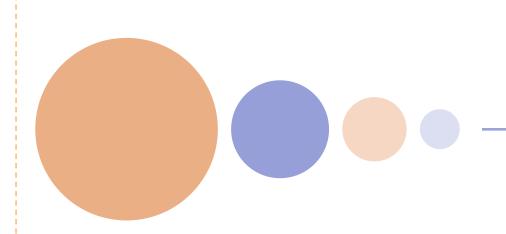




Obtain IIOE Capability Certificate

Certificate Sharing Function

-- After each training completion, you will receive a certificate sent via email. You can share the certificate on LinkedIn via the link provided in email, or share the training programme with your colleagues!



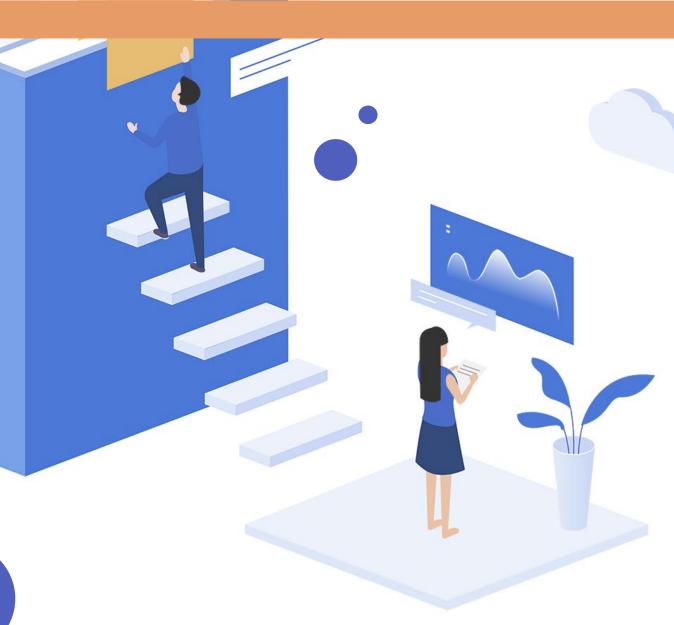




SELF-ASSESS YOUR ICT COMPETENCIES AND READINESS

https://www.iioe.org/assessments









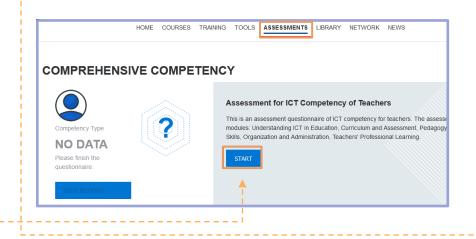
How to Use the ICT Competency Assessment

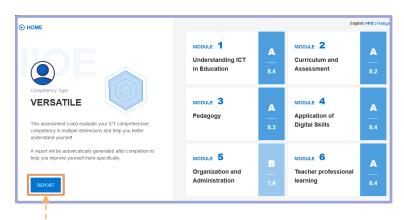
Comprehensive and Professional Competency Assessments

Enter https://www.iioe.org/assessments or click "Assessments" at the Homepage navigation bar. After login, you can assess your general capability and professional skills.

① Click START to conduct the ICT Competency Assessment of Teachers. The assessment is to examine the ICT teaching capacity of teachers. A report will be generated automatically after you complete the assessment.

---- Click REPORT to understand how you can improve and redesign your study plan.





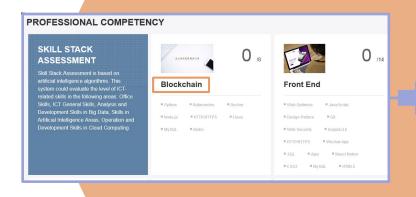


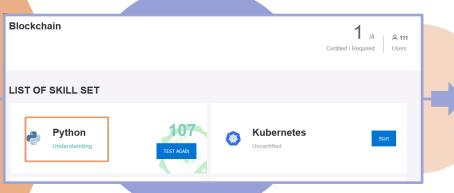




How to Use the ICT Competency Assessment

② **Professional Competency** focuses on the cutting-edge fields of Information Communication Technologies (ICTs), so we highly recommend teachers with relevant professional backgrounds to do these assessments. You may choose the assessments according to your knowledge, interests, or experience; results will suggest **five different scales** based on your level of mastery (Understanding, Familiar, Master, Proficient, and Expert).





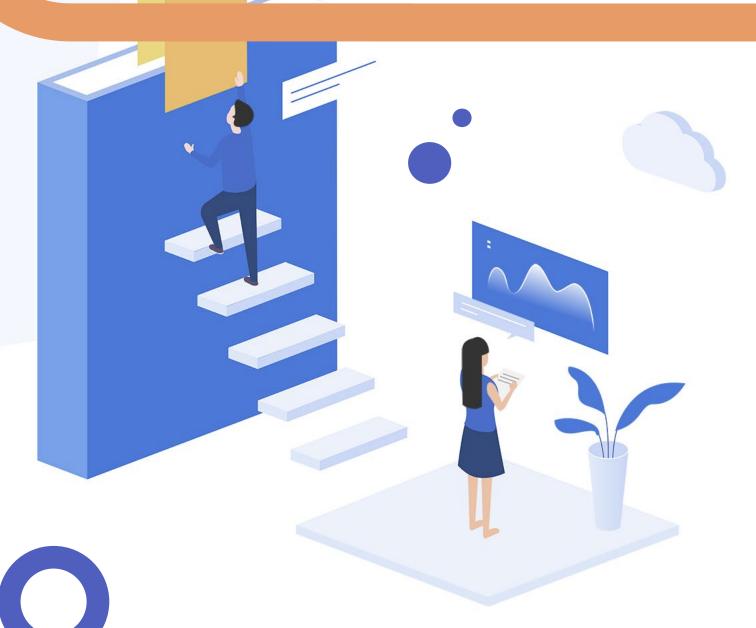




MOOCs REPOSITORY

https://www.iioe.org/courses





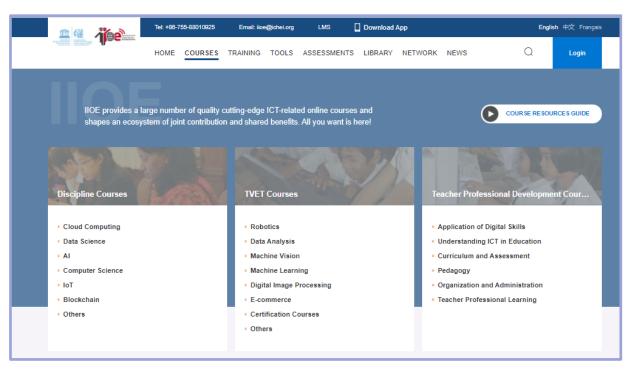




How to Use the IIOE Video Courses

Introduction of Course Resource Classification

Enter https://www.iioe.org/courses or click "Courses" at the Homepage navigation bar. You will find 286 courses that are divided into three main categories: Discipline Courses, TVET Courses and Teacher Professional Development Courses. You may learn these knowledges and apply them to your professional teaching context as supplementary or reference materials!





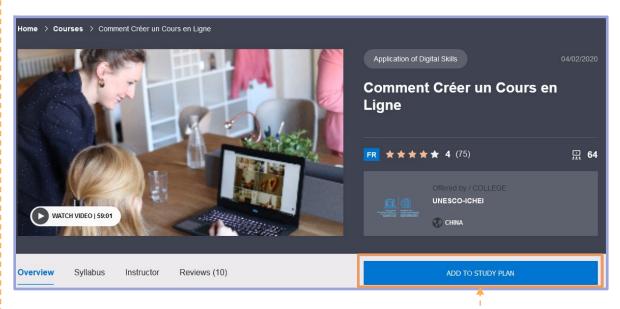


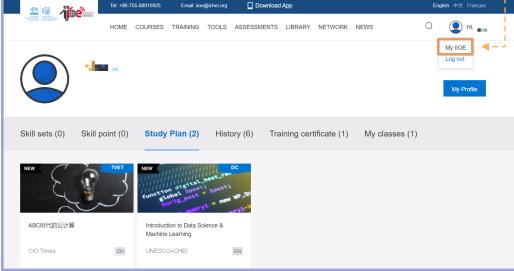
How to Use the IIOE Video Courses

Add courses to your study plan

In the course page, you can choose any course that interests you, just add them to your study plan!

You can always find your selected courses by clicking on Study Plan (2) in My IIOE



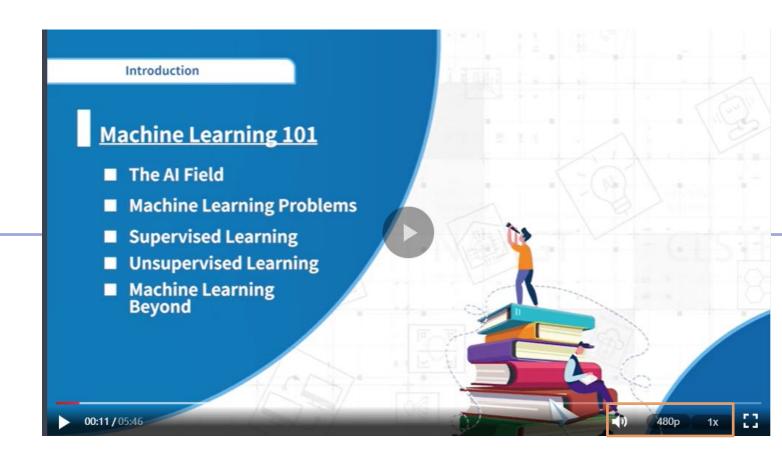






How to use the IIOE Video Courses

When watching the video lectures, you can use the buttons below to adjust **Caption**, **Playback Speed**, **Resolution** to the mode that you are most comfortable to learn with!

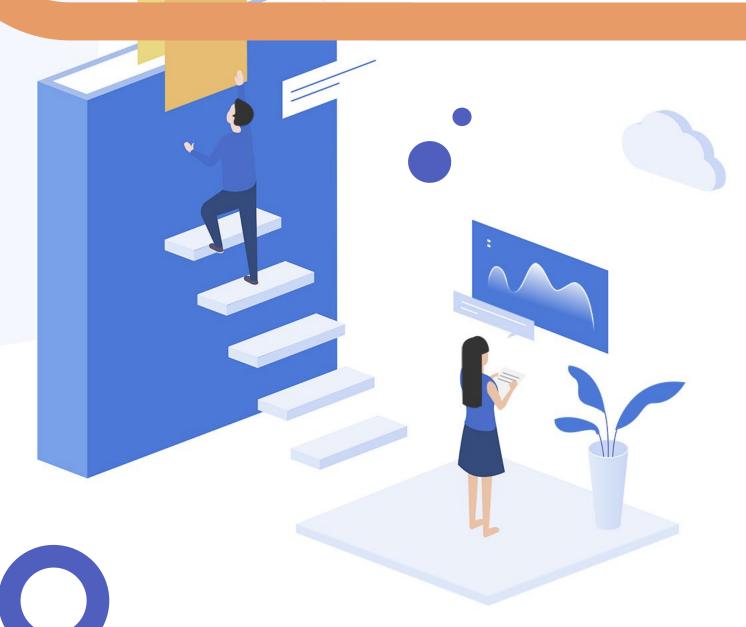




ADDITIONAL FUNCTIONS

https://www.iioe.org/library
https://www.iioe.org/news



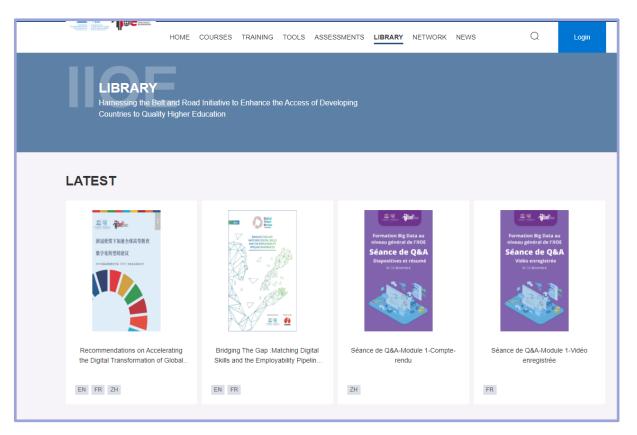


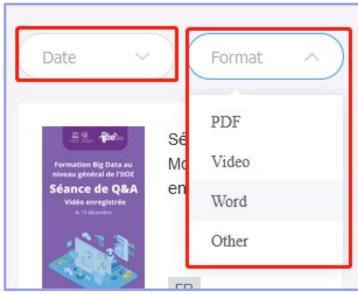




The Usage of IIOE Library Resources

Enter https://www.iioe.org/library or click "**Library**" at the Homepage navigation bar. You may search different categories to find & download documents, training materials, and other related publications.





You may also find the needed documents by filtering the date and format.





Keep up with the News of IIOE's Partners

Enter https://www.iioe.org/news or click "News" at the Homepage navigation bar.

Keep up with the news about IIOE, our partners, and the upcoming events & activities!

