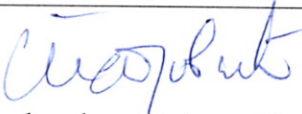
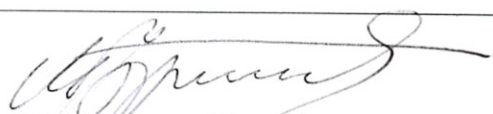




Co-funded by the
Tempus Programme
of the European Union

Modernisation and Harmonisation of Tourism Study Programmes in Serbia <i>544543-TEMPUS-1-2013-1-RS-TEMPUS-JPCR</i>	
WP3: Staff Training and Development of Teaching Resources	Activity: 3.2 Activity: 3.3

Report on Accomplished Training of Teachers in ICT Skills

 Slobodan Petrović, MSc	 Milutin Đurčić, PhD, Full Professor
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Užice, September 2016

Project task:

Activity 3.2. ICT skills training

The description of the project task:

The report on the accomplished training of teachers and teaching associates should be written on the following topic: '**Training of teachers in ICT skills**'.

The description of the outcome:

This report is the result of the joint work of the project team whose members are the representatives of the BTC Užice.

INTRODUCTION

This report on the WP3 *Training of teachers in distance learning*, i.e. Activity 3.2. *ICT skills training* was prepared by the working team consisting of: Slobodan Petrović, MSc and Milutin Đuričić, PhD.

Besides the Introduction, the report includes the Description of training and workshops, Conclusions and Enclosures.

DESCRIPTION OF TRAINING AND WORKSHOPS

Pursuant to the conversation with both the teaching and non-teaching staff members of the Business and Technical College of Applied Sciences Užice, and the assessment of the current level of their ICT skills, as well as in compliance with the goals of the project and the necessity to improve the ICT skills of the BTC employees relating to distance learning, the project team of the Tempus project 544543 ***‘Modernisation and Harmonisation of Tourism Study Programmes in Serbia’***, ***544543-TEMPUS-1-2013-1-RS-TEMPUS-JPCR***, organized three trainings as follows:

- 1) Monday, 22nd June 2015 – at the Faculty of Hotel Management and Tourism, Vrnjačka Banja, Marijan Milošević, MSc, employed at the Faculty of Technical Sciences Čačak, University of Kragujevac, gave a lecture on the following topic: *Introduction to distance learning with an emphasis on the Moodle software package* (Enclosure 1). During the lecture, he explained the main principles of distance learning, its impacts on teaching, as well as the relevant experiences of other countries in using distance learning. The most commonly used distance learning system – Moodle was presented as an example of distance learning. The training was aimed at preparing teachers for this new form of teaching, and determining their need for the development of new ICT skills. The training was attended by 15 BTC employees: 12 teachers (5 women), and 3 non-teaching staff members (3 women). (Enclosure 2)
- 2) Tuesday, 23rd June 2015 - at the Faculty of Hotel Management and Tourism, Vrnjačka Banja, Docent Danko Milašinović, PhD, employed at the Faculty of Hotel Management and Tourism, University of Kragujevac, gave a lecture on the following topic: *‘Office software for new generation in contemporary business and education’* (Enclosure 1), with an emphasis on the use of Google services and tools (Google Drive, Google Docs). The acquired skills would ensure a higher quality and faster distance communication between teachers and students. The training was attended by 15 BTC employees: 12 teachers (5 women), and 3 non-teaching staff members (3 women). (Enclosure 2)
- 3) Friday, 4th September 2015 – at the Business College of Applied Sciences, Leskovac, Professor Damijan Radosavljević, PhD, employed at the Business and Technical College of Applied Sciences Užice and a member of the National Council of Higher Education of the Republic of Serbia, gave a lecture on the following topic: *Using modern technologies in higher education – distance learning* (Enclosure 3). The training was focused on the presentation of the regulations of the Republic of Serbia governing the field of distance learning in higher education, as well as on the accredited distance learning study programmes

which serve as the examples of the implementation of the legal regulations. The lecture contributed to the continuation of the already started activities regarding the organization of distance learning trainings at the BTC Užice. The training was attended by 7 BTC employees: 6 teachers (1 woman) and 1 non-teaching staff member. (Enclosure 4)

- 4) 8th – 9th December 2015 – at the Faculty of Engineering and Science, Chatham UK, University of Greenwich at Medway, Professor Milan Antonijević, PhD explained how the DLS Moodle is used at the University of Greenwich at Medway (Enclosure 5), as well as the possibilities and benefits of using this DL system. Special emphasis was placed on practical examples and instructions as to how teachers and students should use the Moodle system (e.g. how to monitor a student's activity, how to test students, advice about how to prepare teaching materials in the electronic form, etc.). The training was attended by 2 teachers (1 woman).

CONCLUSION

The accomplishment of the abovementioned trainings raised the level of ICT skills of BTC employees regarding distance learning to the level necessary for the successful achievement of the next goal of the WP 3 *Training of teachers in distance learning*: completely independent work of a teacher in the Moodle DL system, and its application in the teaching process.

Enclosure 1. Agenda for Training in Vrnjačka Banja, 22-23 June 2015

Enclosure 2. Training in Vrnjačka Banja, 22-23 June 2015

Enclosure 3. Agenda for Training in Leskovac, 3-4 September 2015

Enclosure 4. Training in Leskovac, 3-4 September 2015

Enclosure 5. Training in Chatham UK, December 2015

Enclosure 1. Agenda for Training in Vrnjačka Banja, 22-23 June 2015

AGENDA

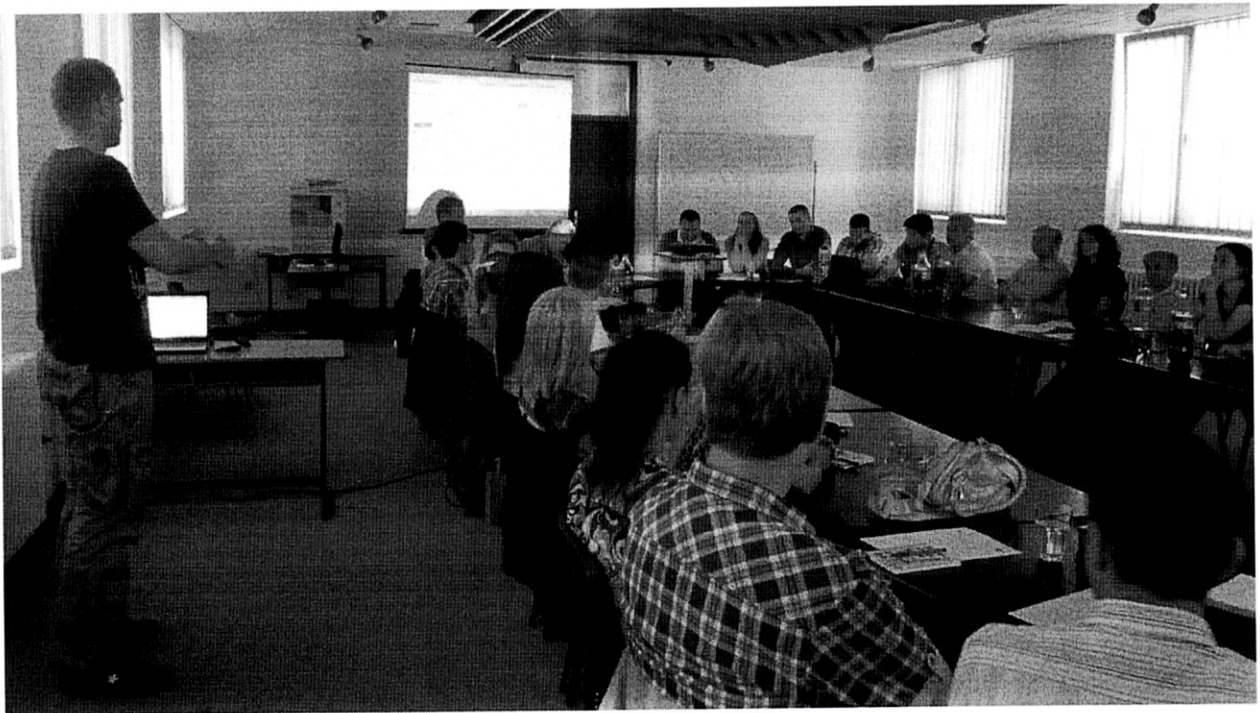
'TRAINING IN PEDAGOGICAL AND IT SKILLS IN HIGHER EDUCATION'

Faculty of Hotel Management and Tourism, Vrnjačka Banja, 22-23

June 2015

<i>Monday, 22 June 2015</i>		
<i>Time schedule</i>	<i>Topic</i>	<i>Lecturer</i>
9.00-9.30	Registration of participants	
9.30-9.45	Welcoming remarks by the representatives of the Faculty of Hotel Management and Tourism, and by Prof. Milutin Đuričić, TEMPUS project Coordinator	
9.45-11.15	Higher education in EU, experiences of pedagogical training and modernization of teaching	Prof. Milan Antonijević, PhD, University of Greenwich, Great Britain
11.15-11.30	Break	
1.30-13.00	How to improve teaching and select the best model from the variety of currently available possibilities	Prof. Milan Antonijević, PhD, University of Greenwich, Great Britain
13.00-13.15	Break	
13.15-15.00	Introduction to distance learning with a special emphasis on the Moodle software package	Marjan Milošević, MSc, University of Kragujevac, Faculty of Technical Sciences, Čačak
<i>Tuesday, 23 June 2015</i>		
<i>Time schedule</i>	<i>Topic</i>	<i>Lecturer</i>
9.00-9.30	Registration of participants	
9.30-11.00	Modern tendencies in the organization of teaching in higher education	Prof. Krstivoje Špijunović, PhD, University of Kragujevac, Teacher Training Faculty Užice
11.00-11.15	Break	
11.15-12.45	Modern tendencies in the organization of teaching in higher education - continuation	Prof. Krstivoje Špijunović, PhD, University of Kragujevac, Teacher Training Faculty Užice
12.45-13.00	Break	
11.15-12.45	Office software for new generation in contemporary business and education	Docent Darko Milašinović, PhD, University of Kragujevac, Faculty of Hotel Management and Tourism
13.00-14.30	Lunch	
	Returning home	

Enclosure 2. Training in Vranjačka Banja, 22-23 June 2015



Enclosure 3. Agenda for Training in Leskovac, 3-4 September 2015

AGENDA

Venue: Business College of Applied Sciences, Leskovac

3 September 2015

11.00-15.00

INTERDISCIPLINARY TRAINING ON THE FOLLOWING TOPIC: 'TOURISM POTENTIAL VALORIZATION METHODS AND AUTOCHTHONOUS GASTRONOMIC OFFERS WITH SPECIAL EMPHASIS ON DISTANCE LEARNING'

Thursday, September 3 2015

<i>11.00-11.30</i>	<p>Opening of conference Welcome speeches Prof. Milena Marjanović, PhD, Director of the College Mr Goran Cvetanović, PhD, Mayor of the City of Leskovac Prof. Lukrecija Đeri, PhD, State Secretary of the Ministry of Trade, Tourism and Telecommunications Prof. Milutin Đuričić, PhD, MHTSPS Tempus Project Coordinator</p>
<i>11.30-11.55</i>	<p>Plenary lecture Competition and overview of important tourism development factors Prof. Michael Coniordos, PhD Professor of Economics at the Hellenic Open University Tourism Management Department TEI Piraeus</p>
<i>11.55-12.20</i>	<p>The possibilities of the valorization of the tourism potential of the City of Leskovac and its vicinity Lecturers: National Museum in Leskovac Cultural Centre Leskovac Tourism Organisation Leskovac</p>
<i>12.20-12.55</i>	<p>Autochthonous gastronomic offers Lecturers: Regional Chamber of Commerce Leskovac Agricultural Advisory and Professional Services of Leskovac Mr Momčilo Conić, Teacher of culinary arts group of subjects, Business College of Applied Sciences Leskovac</p>
<i>12.55-13.10</i>	<p>Break</p>
<i>13.10-13.55</i>	<p>Tourism and cultural heritage – Prof. Sašo Korunski, PhD, Rector of the University of Bitola Rural tourism – Prof. Naume Marinoski, PhD – FTU Ohrid Event tourism – Prof. Ivanka Nestorovska, PhD – FTU Ohrid Gastronomic offer and tourism – Prof. Vaso Cuculeski, PhD – FTU</p>

	Ohrid
<i>13.55-14.10</i>	Tourism potential research at the example of Jablanica district Lecturers: Mr Jovica Cvetković, MSc Mr Predrag Stamenković
<i>14.10-14.45</i>	Discussion
<i>15.00</i>	Lunch

AGENDA

Venue: Business College of Applied Sciences, Leskovac

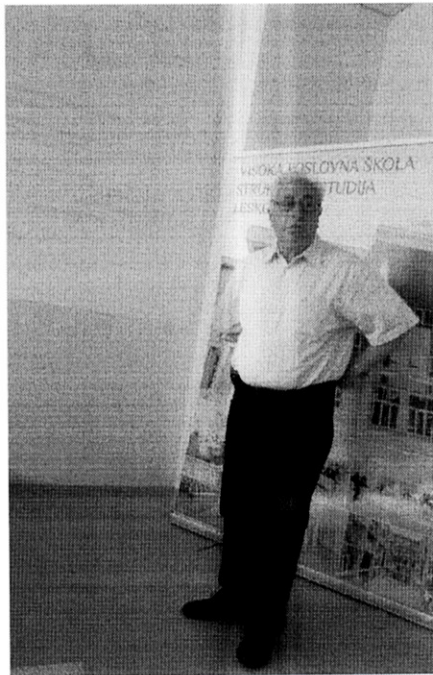
4 September 2015

10.00-13.00

Friday, 4 September 2015

10.00-11.30	Using modern technologies in higher education – distance learning Lecturer: Prof. Damnjan Radosavljević, PhD – a professor at the BTC Užice and a member of the National Council for Higher Education of the Republic of Serbia
11.30-11.45	Break
11.45-13.00	Round table Valorization of tourism potential and autochthonous gastronomic offers
13.00	Lunch

Enclosure 4. Training in Leskovac, 3-4 September 2015



Enclosure 5. Training in Chatham UK, December 2015

