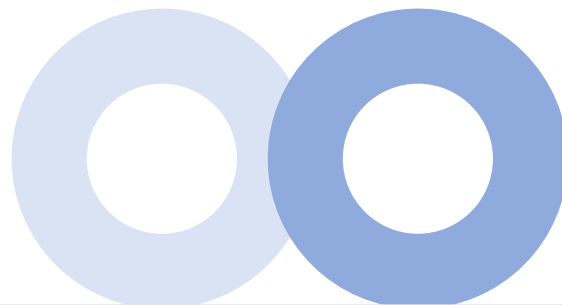


School portal enables teachers to publish their works and lectures. It is intended for the exchange of ideas, knowledge and experience among teachers. The encouragement of teachers to use the Internet, familiarize with new technologies and acquire new knowledge and experience, and development of new types of materials in various areas of education.

School portal ensures easy navigation and download of didactic software, as well as useful links. There are also available tools which may be used in teaching processes, a range of materials dedicated to children security at the Internet and to inclusive education. All news important for education staff are also published on the school portal.

[www.skolskiportal.edu.me](http://www.skolskiportal.edu.me)

The goal of the Portal is to make all Montenegrin teachers participate in the creation of teaching and useful material from all areas of education and thus contribute to the improvement of education in Montenegro.



Useful links:

**Office 365** - [www.office365.com](http://www.office365.com)

**School portal** - [www.skolskiportal.edu.me](http://www.skolskiportal.edu.me)

**School network** - [www.skolskamreza.edu.me](http://www.skolskamreza.edu.me)

**School statistics** - [www.skolskastatistika.edu.me](http://www.skolskastatistika.edu.me)  
(pilot website)

**Centre for Vocational Education and Training** -  
[www.cso.gov.me](http://www.cso.gov.me)

**Ministry of Education** - [www.mps.gov.me](http://www.mps.gov.me)

**ETF** - [www.etf.europa.eu](http://www.etf.europa.eu)

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## Development of Web-Based Networks for Vocational Teachers in Montenegro

*Office 365*

*Teachers' Portal*

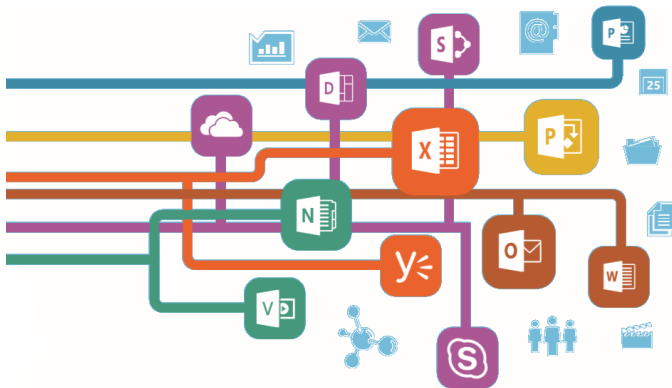
Project entitled: *Development of Web-Based Networks for Vocational Teachers in Montenegro* was implemented in the first quarter of 2018. It was implemented by a team of professionals from the Centre for Vocational Education and Training and Ministry of Education, financially supported by ETF. The team organized teacher training in three occupational fields: tourism, electrical engineering and mechanical engineering, aimed at the development of teaching material, as well as the creation of joint documents (learning materials, syllabi, tests, etc.) by the use of Microsoft Office 365 and teachers' portal: [www.skolskiportal.edu.me](http://www.skolskiportal.edu.me).



Office 365 is a new way of using well-known programmes (Word, Excel, PowerPoint and Outlook) with numerous new possibilities and additional programmes.

Office 365 ensures all education institutions and their employees and students to use very useful applications free of charge.

Each education institution is enabled to create official email addresses for the institution and its staff, as well as to create official addresses for competitions, etc.



Besides that, there are sufficient resources for the creation of accounts for students so that Office 365 could also be used for teaching purposes, as it has a number of useful applications for work of teachers and students. One of the advantages of this programme package is the fact that these are web applications which can be accessed from any device, so the users are not obliged to copy documents to removable devices.

Some of web applications available to education institutions via Office 365 are:

**OneDrive** – Store your documents at one place, share them with others and accede them from any device connected to the Internet.

**Outlook** – Use business class email in enriched and famous Outlook which can be accessed from computer or web browser.

**Persons** – Organize your contact information for all your friends, family, colleagues and acquaintances at one place.

**Calendar** – Plan and share the time of meetings and events and receive reminders automatically

**Planner** – Create new plans, organize and share tasks, share documents, chat on your work and receive updates on the flow and implementation of planned items.

**To-Do** – Manage the most important tasks you need to carry out each day, prioritize and complete them.

**Tasks** – Create tasks in Outlook programme and manage them.

**Yammer** – Get connected with the right people, share information with the teams and get organized around projects with your associates or classmates.

**Forms** – Create surveys and tests in a few minutes. Send them to anyone you want and check the results in realistic time.

In cooperation with Microsoft, Ministry of Education ensured for all education institutions the usage of Office365 programme package. It enables all students and teachers from these institutions to use the applications offered by Office 365.

The creation of accounts on Office 365 for each education institution is done by school ICT coordinator. Users may have access to all application via portal [www.office365.com](http://www.office365.com) by logging in with their username and password obtained by ICT coordinator.



Each school is allocated a special zone in [edu.me](http://edu.me) domain, which means that each school has its sub-domain and may create official accounts for its employees. For example, VET School in Bijelo Polje has its sub-domain [sss-bp.edu.me](http://sss-bp.edu.me). Within this subdomain with administrator account ([admin@sss-bp.edu.me](mailto:admin@sss-bp.edu.me)), ICT coordinator may create emails such as:

- [school@sss-bp.edu.me](mailto:school@sss-bp.edu.me)
- [name.surname@sss-bp.edu.me](mailto:name.surname@sss-bp.edu.me)
- [pedagogue@sss-bp.edu.me](mailto:pedagogue@sss-bp.edu.me) etc.

Official emails of all education institutions with their sub-domains are available on school network ([www.skolskamreza.edu.me](http://www.skolskamreza.edu.me)).