Title of the project: **Continuing Professional Development for VET - CAPACITY BUILDING OF VET TEACHERS THROUGH NEW TECHNOLOGICAL APPLICATIONS**

Duration: **12 months**

Project leaders: **Institute for Training and Economic Development – ITED and Agency for Vocational Education and Training and Adult of Kosovo (AVETAE)**

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1. MAIN ACTIVITIES
Please describe the core activities of the project and some relevant "turning points":

The project had five core activities which the partner organisations completed in the following order:

- **Preparation Phase**

First activity of the project implementation, ITED had a meeting with Agency for Vocational Education and Training and Adult of Kosovo (AVETAE) to define the divisions of tasks and agree on the selection of teachers-trainers who will participate the training.

Due to specific project, partners have identified a certified training providers named IT & CAD Training Centre based in Prishtina with accredited trainer to provide training in AutoCad 2D.

After the identification of the training provider, partners had several meetings in order to adapt and adjust the training program and methodology based on the needs of the project and participants as well as bearing in mind the dissemination process that the trainees will undertake after their certification.

- **Selection of Participants**

Considering the role of teachers-trainers in the project, the selection was crucial to assure project quality. AVETAE in cooperation with MEST selected 12 teachers from 12 VET schools thought out Kosovo. Even though MEST was not officially partner in the project however, MEST supported the project fully. In addition, ITED organised two meetings with selected participants to explain the project and the role of participants in the dissemination phase.

- **Training Delivery in AutoCAD 2D**

This activity started in march 2017 and first phase of the training was completed on June 2017. In total number of participants who completed the training were 17 from 12 Professional Schools in Kosovo.

ITED in cooperation AVETAE continues training on the topic CAPACITY BUILDING OF VET TEACHERS THROUGH NEW TECHNOLOGICAL APPLICATIONS.

There were in total 17 participants from 12 schools VET Schools Kosovo attended the training, divided into two groups:
The first group - Monday's and Thursday's
The second group - Tuesday's and Friday's
Each group had 4 hours per week in 2 days during the week. The training lasted about 2 and half months or in total 7-8 weeks, with training program of 30 hours per group.

Training program content:

This training will enable students to be able to make basic 2D drawings through AutoCAD. Even with the basic knowledge, being one of the most sophisticated software, AutoCAD will allow you to do many attendees with. Therefore, learning his job is pretty challenging.

AutoCAD Essentials level of training includes basic themes or core learning AutoCAD program. Learning strategy starts with some basic commands that allow the student to create and change simple drawings, which then continue with perfecting techniques using commands. The next stage is the use of more advanced commands. Not all commands are taught, because the idea is that within this training to learn commands and essential concepts, such as:

- ✓ Understanding of the working space in AutoCAD users (User Interface).
- ✓ Use basic commands for drawing, editing and drawing his inspection.
- ✓ Organize drawing on Layer.
- ✓ Inserting symbols or reusable blocks.
- ✓ Preparation of "sheets" (layouts) to print.
- ✓ How to add text, splines and quotas in the drawing.

- **Training Dissemination**

Information on dissemination process are given below under "DISSEMINATION". **Please see Annex 1. – Training Dissemination Plan and Annex 2. – Syllabus.**

- **Evaluation**

After the formal training delivery, ITED and AVETAE have developed an evaluation form to evaluate the overall training.

A course evaluation form was used to rate the conduct and performance of the training in terms of technical and substantive aspects.

In general, participant's knowledge and understanding on the training subject was improved after the completion of the course. In terms of the quality of the training contents, materials and delivery, usefulness and relevance of the topic, the over-all rating was very good. The competence of the trainer was likewise rated high. General rating in overall for all trainings is ranked under VERY GOOD.

Training evaluation were conducted on the: 01.06.2017 for the group, and 02.06.2017 for the group 2.

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2. DATA ON PARTICIPATION AND ACTIVITIES
Please add the relevant data about the project (number of attendees, number of trainings, number of schools/teachers, etc.):

- ✓ **In total 17 participants/ teachers from 12 schools VET Schools in Kosovo got certified by Auto Desk in AutoCAD 2D.**
- ✓ **Training program of 30 hours per group.**
- ✓ **94 teachers participated in dissemination from 12 VET Schools**

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3. OUTPUTS AND RESULTS
Please present the main outputs/results of the project:

Main objective of the project was to develop capability of organisations and individuals to provide appropriate and high quality CPD for VET teachers and trainers

1.1 organization and provision of the professional training program called AutoCAD® 3D Drawing and Modelling for teachers of vocational schools of Kosovo.

1.2 organising 30hrs training for 17 VET educators of the professional schools in Kosovo
- o and increasing professional skills of 17 VET educators during training
- o transfer of training curricula and methodologies for the CPD to VET educators**.**

The main results of the project are:

- ✓ **17 participants/ teachers from 12 schools VET Schools in Kosovo got certified by Auto Desk in AutoCAD 2D.**
- ✓ **Training program of 30 hours per group.**
- ✓ **94 teachers participated in dissemination from 12 VET Schools.**

4. FEEDBACK FROM PARTICIPANTS AND ANALYSIS
Please provide participants feedbacks about the project or if any evaluation analyses:

*General feedback from participants were very positive. All participants appreciated the training and provide positive feedback of this training. For more information, please see **Annex 3. – Evaluation Report Evaluation of AUTO CAD 2D Training.***

5. DISSEMINATION
If applicable, please describe the dissemination activities and its results:

After completion of the training where all 17 participants have completed successfully the training ITED and AVETAE conducted several meetings with teachers in order to coordinate the dissemination process. In August 2017, we have developed a draft plan for the training dissemination for other teacher in other schools. ITED together with AVETAE have developed a draft plan for dissemination of the training starting from September to November 2017. Together with the training providers ITED and AVETAE and in close cooperation with teachers who got certified, a training program and syllabus for the dissemination was developed to match the needs and capacities of the schools.
However, due to some changes in the school program, the dissemination process started in October and was completed in December 2017, where 94 teachers from 12 VET schools benefited from this training.
During the disseminations, ITED conducted monitoring visits to all the schools to ensure the trainings are delivered on time and as per dissemination plan.

6. FOLLOW UP, CONTINUED ACTIVITY, TAKE UP
Please 1) describe activity that will continue. 2) how activity could be continued or replicated 3) prerequisites for continuation:

Based on the feedback from the participants, all of the participants being of the first group or the ones who followed the training in dissemination, have confirmed to continue on obtaining further knowledge on the AutoCAD 2D. The participants who got certified (17) are willing to enter the exam at the AutoDesk to get the license for AutoCAD. In addition, these 17 teachers are willing and during 2018 will provide additional training at their school for other teachers who are interested to follow the training in AutoCAD.
Furthermore, all teachers are interested to follow training in AutoCAD 3D, if they would have a possibility.

7. MAIN CHALLENGES
Please describe the main challenges you encountered during the project implementation:

In August we have developed a draft plan, however due to changes in school program, we had to revise all plans and during September and beginning of October the plans were finalized.
Initially the training dissemination was planned to start on September, started in October and finished in December.
In two schools, training started in November and December due to lack of computers in their schools to conduct this training, as it requires more advanced computers for this program.

Some schools, didn't have appropriate computers and technologies to conduct training where each participant will use its own PC. This was managed when teachers used their own laptops, or training was provided by using AutoCAD 2007 or 2010 version.

In two schools, teachers hesitated to disseminate training, however after meeting with School Directors and AVETAE they completed their training dissemination.

All these challenges, were discussed and with coordination with AVETAE and MEST are fully addressed and all activities are completed.

8. LESSONS LEARNED FOR TEACHERS, TEACHER TRAINERS AND POLICY MAKERS
Please describe what has been learnt from this project – both for practitioners and policy makers:

This project was coordinated in close cooperation between ITED, AVETAE, MEST and schools and therefore not many issues or challenges occurred. However, what could be noted as lesson learnt is that schools or directors of the schools should be more involved from the beginning of the process, this with aim to have information from the first hand prior the identification of participants. Even though school directors they were involved in selection of teachers for training, school directors should take more responsibility on dissemination process.

9. ADDITIONAL INFORMATION
Please add any other relevant information: