

# ICT Training Modules for Educators – Kenya Context

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This document outlines a comprehensive ICT training curriculum tailored for educators in Kenya. The modules are designed to support the Competency-Based Curriculum (CBC), align with the Digital Literacy Programme (DLP), and prepare teachers to use technology effectively in their instructional practice.

## Module 1: Introduction to ICT & Digital Literacy

- Objectives:
  - Understand the role of ICT in modern education.
  - Familiarize with ICT terms and digital ethics.
- Topics Covered:
  - Basic computer operation and terminology.
  - Introduction to the CBC digital competency strand.
  - Cyber safety and responsible use of ICT.

## Module 2: Productivity Tools for Teachers

- Objectives:
  - Use word processors, spreadsheets, and presentation tools to enhance lesson planning.
  - Create assessments and reports using ICT tools.
- Topics Covered:
  - Microsoft Word / Google Docs for schemes and lesson plans.
  - Microsoft Excel / Google Sheets for grading and attendance tracking.
  - Microsoft PowerPoint / Google Slides for interactive presentations.

## Module 3: Internet and Communication Technologies

- Objectives:
  - Safely access and use the internet for educational purposes.
  - Use email and messaging tools for communication and collaboration.
- Topics Covered:
  - Internet basics, browsers, and search techniques.
  - Setting up and using professional email (Gmail, Yahoo).
  - Digital collaboration: WhatsApp groups, Google Drive, and Microsoft Teams.

## **Module 4: Digital Content Creation and Curation**

- Objectives:
  - Create CBC-aligned digital learning materials.
  - Source and adapt open educational resources (OER).
- Topics Covered:
  - Use of Canva, YouTube, and audio tools for classroom media.
  - Sourcing content from KICD, TESSA, and UNESCO.
  - Basics of image and video editing.

## **Module 5: ICT Integration in Teaching and Learning**

- Objectives:
  - Apply ICT tools within pedagogy using the TPACK and SAMR models.
  - Design ICT-rich lesson plans that support CBC outcomes.
- Topics Covered:
  - Blended learning models (flipped classroom, online forums).
  - Use of tablets and projectors in classroom delivery.
  - Differentiated learning using technology.

## **Module 6: Assessment and Evaluation Using ICT**

- Objectives:
  - Leverage digital tools to evaluate learning progress.
  - Create formative and summative assessments using online platforms.
- Topics Covered:
  - Using Google Forms, Quizziz, and Kahoot.
  - Data collection and visualization using Excel.
  - Feedback mechanisms using digital tools.

## **Module 7: Digital Citizenship and Ethics**

- Objectives:
  - Promote safe, respectful, and responsible use of technology.
  - Understand data privacy and legal frameworks (e.g., Kenya's Data Protection Act).
- Topics Covered:
  - Digital rights and responsibilities.
  - Cyberbullying and student protection online.
  - Local policies: ICT usage policies in schools.

## Conclusion

These ICT training modules are essential for equipping Kenyan educators with the skills required to effectively integrate technology into 21st-century teaching. By aligning with national goals such as CBC implementation and DLP, these modules promote sustainable digital transformation in education.