

# “E-tutors training”

Bilbao, 1-3 July 2026

1 <sup>st</sup> July	2 <sup>nd</sup> July	3 <sup>rd</sup> July
09:00 – <b>Welcome and introduction to the course: getting to know the programme and the participants</b>	09:00 – <b>Designing your online course on Moodle: which practical steps in learning design?</b> <i>Presentation, practical session on Moodle test course</i>	09:00 – <b>Assessing: what types of evaluation for e-learning?</b> <i>Presentation and discussion</i>
<b>10:30 - Coffee break</b>	<b>10:30 - Coffee break</b>	<b>10:30 - Coffee break</b>
11:00 – <b>Learning foundations: what is e-learning good for?</b> <i>Group activity, discussion and presentation</i>	11:00 – <b>Designing your online course on Moodle: which practical steps in learning design?</b> <i>Report back, discussion</i>	11:00 – <b>Further guidance: what tools for e-tutors?</b> <b><i>Presentation of the ETUI Digital Facilitation toolkit</i></b> <i>Presentation</i> 11:45 – <b>Follow up, course evaluation and conclusions</b>
<b>12:30 - LUNCH</b>	<b>12:30 - LUNCH</b>	<b>12:30 - LUNCH</b>
14:00 – <b>Learning activities: how to convert them for e-learning?</b> <i>Group activity, report back and discussion</i>	14:00 – <b>Running the course: how to manage the learning journey?</b> <i>Presentation, Peer activity and discussion</i>	Departure of participants
<b>15:30 - Coffee break</b>	<b>15:30 - Coffee break</b>	
16:00 – <b>Creating and producing: what tips for making your course?</b> <i>Group activity, discussion and presentation</i>	16:00 – <b>Tutoring: how to lead and facilitate?</b> <i>Case studies and discussion</i>	
<b>17:00 – End of the day</b>	<b>17:00 – End of the day</b>	

