

Part-time Teacher Induction Programme (PTIP)

About the Programme

Part-time Teacher Induction Programme (PTIP) is offered by the Centre for Learning and Teaching (CLT). This 8-hour programme will equip part-time teaching and instructing staff with essential skills, knowledge and attitude in teaching in the VTC context; so that they would be able to effectively facilitate student learning of diverse learning styles and needs.

Target Participants

All newly-joined part-time teaching and instructing staff who have not attended the Introduction to Teaching Programme (ITP) offered by the CLT.

Programme Intended Learning Outcomes

On completion of the Programme, participants are expected to:

- describe the mission and vision, structure, learning and teaching culture as well as students' characteristics in VTC;
- recognise characteristics of diverse learners and their learning styles;
- facilitate students' digital learning by employing learning management platform and Digital Learning and Teaching (DLT) strategies;
- adopt learning and teaching activities and assessment methods that are aligned with the intended learning outcomes; and
- employ appropriate strategies to manage the learning environment for learners in the VTC context.

Programme Structure

The Programme comprises two modules and adopts the self-paced learning mode to enable flexibility and encourage the use of technologies in learning. There are 8 hours of learning in total (Table 1). Participants are provided with online learning components including videos, online exercises and references to prepare and proceed from one topic to another at their own pace. The self-paced learning will take place at PTIP Moodle Course.

Table 1: Programme Structure

Module	Topic	Synchronous Online/ Face-to-face (Hours)	Self-paced Learning	
			e-Learning (Hours)	Individual Project (Hours)
1	Facilitating Effective Learning and Teaching in the VTC	--	4	One Assignment included in the modules
2	e-Learning@VTC	--	4	
Sub-total hours		--	8	--
Total hours			8	

Completion Requirement

To complete the Programme, participants are required to complete all 2 modules. A certificate of completion will be issued upon fulfillment of the above requirement.

Module Description and Intended Learning Outcomes

Module 1. Facilitating Effective Learning and Teaching in the VTC

This module aims to provide new teachers with an overview of VTC's structure and provisions in relation to learning and teaching based on VTC's mission and vision. Positive communication and a well-planned lesson are equally important in facilitating effective learning and teaching. In this module, skills for motivating and managing the learning environment of diverse learners will be highlighted. Core theories and concepts on learning and teaching, and assessment will also be introduced with the application in the VTC context.

On completion of the module, participants are expected to:

- summarise facts about VTC's structure, providers and provisions related to learning and teaching;
- recognise the characteristics of diverse learners and their learning styles;
- select appropriate teaching and learning activities, and assessment tasks to meet the intended learning outcomes;
- employ appropriate teaching strategies to manage the learning environment for learners in the VTC context; and
- recognise the teachers' roles in nurturing students as ethical, responsible and law-abiding citizens through the use of appropriate pedagogies.

Module 2. e-Learning@VTC

Vocational Training Council (VTC) adopts e-Learning in learning and teaching. In this module, participants will learn about the pedagogies and the functions of the central Moodle Platform. This module also provides a broad overview on how Digital Learning and Teaching (DLT) strategies can be adopted to facilitate different pedagogical approaches and good practices in the classrooms.

On completion of the module, participants are expected to be able to:

- identify the VTC policy of using the central Moodle Platform;
- utilise basic functions to deliver learning and teaching resources, and interact with students at the central Moodle Platform; and
- select appropriate Digital Learning and Teaching (DLT) strategies to facilitate learning and teaching.

Contacts

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