

Digitising and Integrating Training Programmes: Strategies for Blended Learning Excellence

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Course Overview:

This course is a cutting-edge corporate training program designed to equip participants with the knowledge and skills needed to transform traditional training into agile, blended learning systems. Drawing directly from the ILO guide Digitalisation and Blending of Training Programmes, this course guides learners through the six-step digital transformation framework, emphasizing real-life use cases such as SELFIE, INFOTEP, and YETI. Participants will explore best practices in digital transformation in training, instructional design strategies, digital content development, and e-learning integration. Practical modules will cover the implementation of learning management systems LMS, integration of AI, VR, and AR in training, and the creation of interactive and inclusive online learning platforms. This course aligns with global trends in blended learning course development, ensuring that training becomes learner-centred, scalable, inclusive, and measurable. Keywords such as digital transformation in training, hybrid training methods, TVET digital strategy, digital pedagogy framework, and future-ready workforce training are embedded throughout the learning journey.

Target Audience:

- Corporate training managers
- Learning and development specialists
- Instructional designers
- HR professionals
- TVET and education policymakers
- Digital transformation consultants
- Vocational education trainers

Targeted Organisational Departments:

- Human Resources
- Learning & Development
- Digital Transformation Units
- Training and Instructional Design Departments
- Curriculum Development Teams
- E-learning and Innovation Labs

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Targeted Industries:

- Education and Vocational Training TVET
- Government and Public Sector
- Healthcare and Life Sciences
- ICT and Telecommunications
- Construction and Manufacturing
- Energy and Utilities
- Finance and Banking
- Retail and E-commerce Sectors seeking scalable, blended learning models and compliance with evolving regulatory and upskilling requirements

Course Offerings:

By the end of this course, participants will be able to:

- Conduct digital training self-assessments and e-readiness evaluations
- Design and deploy blended learning scenarios using learner-centred approaches
- Integrate LMS, multimedia, and AI tools for effective e-learning delivery
- Create modular training development pathways based on competency-based learning
- Implement online assessment methods and digital certification strategies
- Utilise feedback loop mechanisms to ensure continuous improvement in training
- Apply TVET digital strategy best practices to support inclusive digital education

Training Methodology:

This course employs a highly interactive and application-based training methodology, including case studies from the ILO's SELFIE and YETI frameworks. Participants engage in group work, scenario-based simulations, and peer-reviewed project development exercises. Emphasis is placed on digital storytelling, multimedia in training, online training design, and blended delivery methods synchronous and asynchronous. Interactive learning platforms and instructional design strategies are modelled throughout. This learner-centred approach, aligned with best practices in online learning strategies and e-learning integration, empowers participants to create scalable, adaptive, and inclusive training programmes.

Course Toolbox:

- ILO digitalisation and blending assessment templates SELFIE, e-readiness, etc.
- LMS platform demo and integration checklist
- Storyboard and empathy map templates for learner-centred training
- E-certification design guide
- VR/AR demo access links
- Open Educational Resources OER repositories
- Digital content development methods and templates
- Sample modular training development plans
- Feedback loop and continuous improvement

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Course Agenda:

Day 1: Understanding the Digital Training Context

- **Topic 1:** Conducting Participatory Self-Assessments for Digital Readiness
- **Topic 2:** Implementing E-Readiness Analyses Across Institutional Levels
- **Topic 3:** Planning and Financing Digital Training Transformation
- **Topic 4:** Case Study: SELFIE Tool for TVET Digital Capability Assessment
- **Topic 5:** Creating SWOT Analyses to Guide Strategic Decisions
- **Topic 6:** YETI Case: Transition from Face-to-Face to Digital Training Models
- **Reflection & Review:** Mapping Institutional Digital Maturity and Priorities

Day 2: Prioritising Programmes and Competencies

- **Topic 1:** Selecting Training Programmes for Digitalisation and Blending
- **Topic 2:** Conducting Tracer Studies and Graduate Feedback Surveys
- **Topic 3:** Using Employer Satisfaction Surveys to Validate Programme Relevance
- **Topic 4:** Identifying Labour Market Demands and Future Job Skills
- **Topic 5:** Classifying Programmes by Maturity Phases Launch, Star, Decline
- **Topic 6:** Real-Life Use Case: INFOTEP and Ukraine's Green Skills Strategy
- **Reflection & Review:** Selecting High-Impact Programmes for Blended Learning

Day 3: Developing Learning Scenarios

- **Topic 1:** Prioritising Training Modules for Digitalisation and Improvement
- **Topic 2:** Designing Blending Options Based on Time, Space, and Interaction
- **Topic 3:** Creating Scenario-Based Learning Pathways
- **Topic 4:** Understanding and Applying Learner-Centred Design Approaches
- **Topic 5:** Developing Empathy Maps and Storyboards
- **Topic 6:** Use Case: Bangladesh eCampus for TVET Leadership
- **Reflection & Review:** Storyboard Prototyping and Scenario Blueprint Development

Day 4: Creating Engaging Blended Learning Content

- **Topic 1:** Integrating Multimedia Tools and Artificial Intelligence into Content
- **Topic 2:** Leveraging Learning Management Systems LMS for Delivery
- **Topic 3:** Curating and Creating Open Educational Resources OER
- **Topic 4:** Choosing Delivery Modes: Synchronous vs Asynchronous
- **Topic 5:** Building Inclusive and Adaptive Content for All Learners
- **Topic 6:** YETI Example: Module Upgrades and Inclusion of Soft Skills
- **Reflection & Review:** Evaluating Content Formats Against Learning Objectives

Day 5: Assessment, Certification, and Continuous Improvement

- **Topic 1:** Selecting and Implementing e-Assessment Methods
- **Topic 2:** Designing Digital Certification Systems for Skills Recognition
- **Topic 3:** Capturing Feedback and Implementing Improvement Loops
- **Topic 4:** Establishing Monitoring and Evaluation Plans
- **Topic 5:** Institutionalising Change: Strategy, Budgeting, and Capacity Building
- **Topic 6:** Real-Life Use Case: Proctored Online Exams in India and TVET Basque Country
- **Reflection & Review:** Consolidating Institutional Action Plans and KPIS

FAQ:

What specific qualifications or prerequisites are needed for participants before enrolling in the course?

Participants should have experience in training, instructional design, or organisational development. Basic familiarity with online learning tools is beneficial but not mandatory.

How long is each day's session, and is there a total number of hours required for the entire course?

Each day's session is generally structured to last around 4-5 hours, with breaks and interactive activities included. The total course duration spans one week, approximately 20-25 hours of instruction.

How do we know if our training institution is ready for digitalisation?

Using the SELFIE tool and the e-readiness analysis from the ILO guide, institutions can evaluate their infrastructure, digital capabilities, trainer competencies, and learner access. These tools help determine current maturity levels and areas that require development before launching blended learning.

How This Course is Different from Other Digitising and Integrating Training Programmes Courses:

What sets this course apart is its foundation in the ILO's globally endorsed six-step methodology. Unlike generic digital training programs, this course integrates real-world use cases such as SELFIE, YETI, and INFOTEP. It emphasizes practical, scenario-based learning along with feedback-driven development.

The program utilizes inclusive digital education principles, incorporates multimedia, AI, and VR tools, and promotes evidence-based curriculum redesign. Participants will not only learn theories but will also receive toolkits, blueprints, and ready-to-implement strategies for online training design, blended learning deployment, and LMS integration.

With a focus on digital transformation in training and preparing a future-ready workforce, this course addresses the needs of diverse industries experiencing rapid changes in training delivery formats. Additionally, it empowers training institutions to institutionalize continuous improvement in training and reskilling, making it a unique and high-impact solution for today's digital learning challenges.

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