learning together
siner advanced skills institute

ERASMUS+ STRUCTURED COURSE | SCHOOL APPROVAL SUMMARY

# Digital Competences, Innovation and Lifelong Learning for Educational Staff

A concise, shareable overview for teachers, school leaders and Erasmus+ mobility coordinators.

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| **Course code** | LTDCILLES113 | **Language** | English |
| **Destination** | Multiple locations available | **Subject level** | Basic to Intermediate Digital & Organisational Skills |
| **Format** | On-site · 5-day or 6-day | **Audience** | Educational staff, administrators & mobility coordinators |

## Educational purpose

Strengthen digital workflows, collaboration, mobility coordination and quality improvement while building a sustainable lifelong learning plan for educational work.

## Learning outcomes

- Digital Professional Practice & Needs Analysis
- Digital Documentation & Information Management
- Participant Support & Intercultural Communication
- Lifelong Learning & Professional Development
- Collaborative Communication & Teamwork
- Project & Mobility Workflow Coordination
- Monitoring, Feedback & Quality Improvement
- European Peer Exchange & Institutional Transfer

## Learning activities and methodologies

Programme format: **5-days (25h) or 6-days (30h)**. Participants examine everyday coordination tasks, map existing workflows and work through realistic educational project and mobility scenarios. Guided digital exercises help them organise shared documents, manage communication and review feedback. They then develop a practical digital workflow and professional development plan adapted to their institution.

## Documentation, materials and practical arrangements

**Certificate of Attendance:** issued for participants meeting the 80% minimum attendance requirement. **Learning Agreement** and **Europass Mobility support** are provided where agreed and relevant; if you need support for additional documents contact our team. Participants have access to a dedicated folder with digital course materials, resources and evidences. **Materials to bring: Laptop.**

## Fees, editions and booking

**Fees per participant:** 5-day: €400 to €420; 6-day: €480, depending on location. Current edition dates, confirmation status, fee and inclusions must be verified before making non-refundable travel commitments. Pre-enrolment is non-binding and is not a booking confirmation.

**Course details** · **Live course calendar** · **Mobility documents**

**Portugal OID E10201112 / Spain OID E10417947 / Poland OID E10419682**

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