

# TELE-TUTOR

## WEB-BASED TRAINING

### INTRODUCTION

In the course of this web-based training instructors are trained to coach, guide and assist e-students during their learning process. The course design consists of both multimedia-based online training and a practical training period. Learning how to motivate and tutor students via distance learning is regarded as an important part to optimize future offers with the user perspective in mind.

### TARGET GROUPS

- Instructors who want to implement or are already using e-learning systems within their training facility
- Trainers who want to provide efficient assistance and support for their e-students
- Training managers who want to meet new training methods and update their existing knowledge

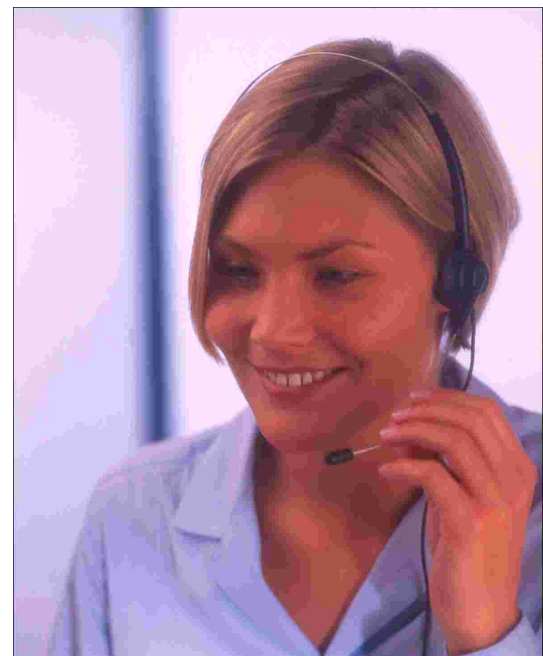
### TRAINING CONTENT

#### *Web-based training*

- Changes and tendencies of today's training
- Fundamentals in methodology and didactics
- Basics and theory of e-learning and tele tutoring
- Virtual communication
- The changed role of learners and instructors
- Competence profile of a tele tutor
- Practical guide to support learning processes
- Assessment of learners performance

#### *Practical training*

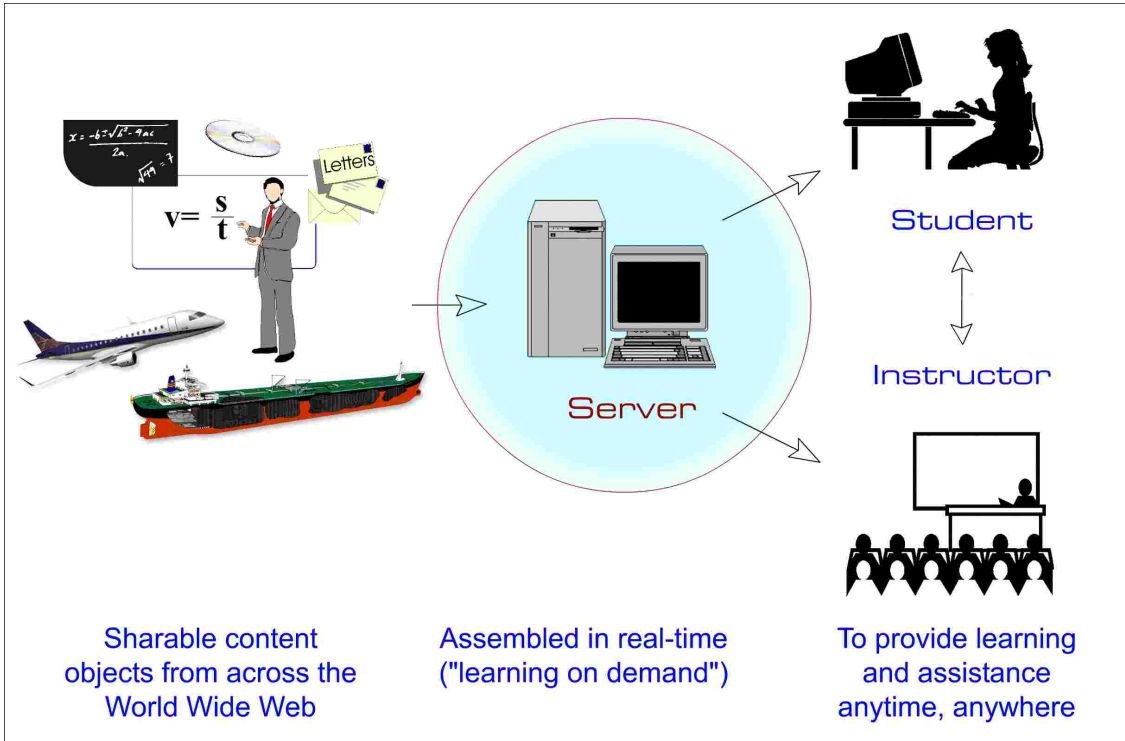
- The learning management system
- Online-coaching in practice



*As a tele-tutor you establish a bridge between students and faraway instructors*

### ADVANTAGES

- You learn the basics of educational theory in vocational training and acquire detailed knowledge about your role as a tele tutor and required competences
- You learn to guide your e-students proactively and to motivate them by taking effective counter-measures
- You learn to help your e-students handle the training content and to evaluate their learning success
- You learn to become the constant companion of your e-students in order to reach their learning goal
- You learn to handle your students in a more flexible and professional way and to increase the productivity within the learning process
- You learn to encourage your students to achieve their personal best



Needs of the e-student



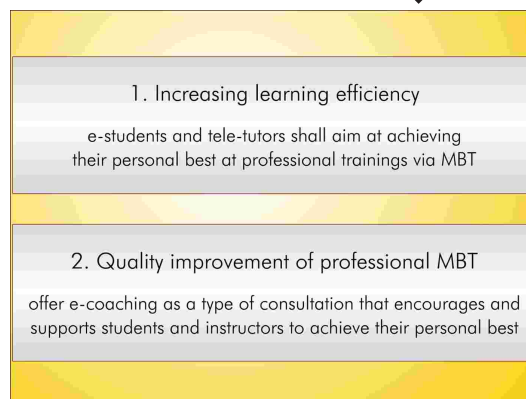
Tasks of the tele-tutor

### COURSE DURATION

Web-based training: 10 hours  
Practical training: 8 hours

### SYSTEM REQUIREMENTS

- 400 Mhz Pentium II Processor
- 64 MB RAM
- 150 MB free hard disc space
- 1024x768 available screen resolution
- Explorer 4.0/Netscape 4.7 (not 6.0) or above
- Network connection and/or modem 56K (recommended ISDN)
- Flash Player 6 (Flash Plugin), free download: [www.macromedia.com](http://www.macromedia.com)



Benefits