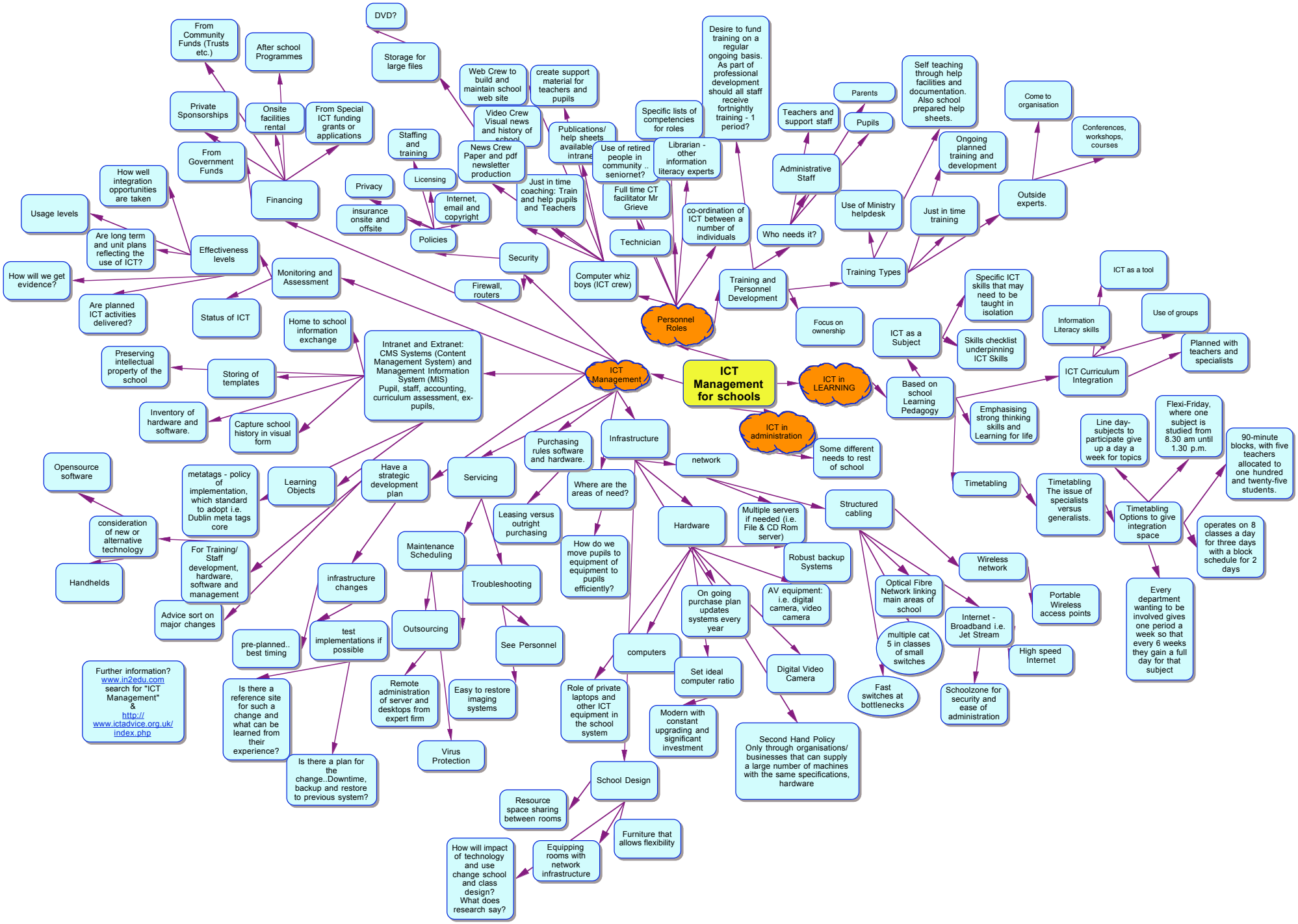
ICT Management for schools
ICT Management
ICT in LEARNING
ICT in administration
Personnel Roles
Financing
From Community Funds (Trusts etc.)
After school Programmes
Private Sponsorships
Onsite facilities rental
From Special ICT funding grants or applications
From Government Funds
Effectiveness levels
How well integration opportunities are taken
Usage levels
Are long term and unit plans reflecting the use of ICT?
How will we get evidence?
Are planned ICT activities delivered?
Monitoring and Assessment
Status of ICT
Storage for large files
DVD?
Staffing and training
Licensing
Privacy
insurance onsite and offsite
Internet, email and copyright
Policies
Security
Firewall, routers
Web Crew to build and maintain school web site
Video Crew Visual news and history of school
News Crew Paper and pdf newsletter production
create support material for teachers and pupils
Publications/ help sheets available intrane
Just in time coaching: Train and help pupils and Teachers
Computer whiz boys (ICT crew)
Use of retired people in community .. seniornet?
Full time CT facilitator Mr Grieve
Technician
Specific lists of competencies for roles
Librarian - other information literacy experts
co-ordination of ICT between a number of individuals
Desire to fund training on a regular ongoing basis. As part of professional development should all staff receive fortnightly training - 1 period?
Teachers and support staff
Parents
Pupils
Administrative Staff
Who needs it?
Training and Personnel Development
Training Types
Focus on ownership
Use of Ministry helpdesk
Just in time training
Ongoing planned training and development
Self teaching through help facilities and documentation. Also school prepared help sheets.
Come to organisation
Conferences, workshops, courses
Outside experts.
ICT as a Subject
Specific ICT skills that may need to be taught in isolation
Skills checklist underpinning ICT Skills
Based on school Learning Pedagogy
ICT Curriculum Integration
ICT as a tool
Information Literacy skills
Use of groups
Planned with teachers and specialists
Emphasising strong thinking skills and Learning for life
Some different needs to rest of school
Intranet and Extranet: CMS Systems (Content Management System) and Management Information System (MIS) Pupil, staff, accounting, curriculum assessment, ex-pupils,
Home to school information exchange
Storing of templates
Preserving intellectual property of the school
Inventory of hardware and software.
Capture school history in visual form
Infrastructure
Purchasing rules software and hardware.
Where are the areas of need?
Servicing
Leasing versus outright purchasing
How do we move pupils to equipment of equipment to pupils efficiently?
Have a strategic development plan
Learning Objects
metatags - policy of implementation, which standard to adopt i.e. Dublin meta tags core
Opensource software
consideration of new or alternative technology
Handhelds
For Training/ Staff development, hardware, software and management
Advice sort on major changes
infrastructure changes
pre-planned.. best timing
test implementations if possible
Is there a reference site for such a change and what can be learned from their experience?
Is there a plan for the change..Downtime, backup and restore to previous system?
Maintenance Scheduling
Outsourcing
Remote administration of server and desktops from expert firm
Virus Protection
Troubleshooting
See Personnel
Easy to restore imaging systems
Further information? www.in2edu.com search for "ICT Management" & http://www.ictadvice.org.uk/index.php
network
Hardware
Multiple servers if needed (i.e. File & CD Rom server)
Robust backup Systems
On going purchase plan updates systems every year
AV equipment: i.e. digital camera, video camera
computers
Set ideal computer ratio
Digital Video Camera
Role of private laptops and other ICT equipment in the school system
Modern with constant upgrading and significant investment
Second Hand Policy Only through organisations/ businesses that can supply a large number of machines with the same specifications, hardware
School Design
Resource space sharing between rooms
Equipping rooms with network infrastructure
Furniture that allows flexibility
How will impact of technology and use change school and class design? What does research say?
Structured cabling
Optical Fibre Network linking main areas of school
multiple cat 5 in classes of small switches
Fast switches at bottlenecks
Wireless network
Portable Wireless access points
Internet - Broadband i.e. Jet Stream
High speed Internet
Schoolzone for security and ease of administration
Timetabling
Timetabling The issue of specialists versus generalists.
Timetabling Options to give integration space
Line day-subjects to participate give up a day a week for topics
Flexi-Friday, where one subject is studied from 8.30 am until 1.30 p.m.
90-minute blocks, with five teachers allocated to one hundred and twenty-five students.
operates on 8 classes a day for three days with a block schedule for 2 days
Every department wanting to be involved gives one period a week so that every 6 weeks they gain a full day for that subject