

Training Methodology

The training methodology balances theoretical understanding with practical application, using the 'learning by doing' approach. The course is presented in a blended learning format which includes both face-to-face and online sessions. Workshops, demonstrations, group discussions, presentations, guided online research and hands-on online materials development are some of the strategies and techniques used.

Monitoring and Evaluation Method

Record of attendance will be documented for every session throughout the duration of the course. This will include face-to-face and online sessions. Evaluation is done through in-class and online tasks. An Action Plan is a requirement for course completion.

Targeted Participants

This course is designed for English Language Teaching (ELT) practitioners and specifically for those who wish to take on the role as trainers in extending their training impact within the context of designing online courses. Participants are also expected to have basic ICT literacies.

Application Dateline: 20 June 2017

- Application must be made using the prescribed MTCP application forms available at: <http://mtcpcoms.kln.gov.my/mtcpcoms/>
- Application forms must be completed and endorsed by the Ministry of Foreign Affairs/Focal Point responsible for the MTCP Programme in the applicant's country. Subsequently, the respective Ministry of Foreign Affairs/Focal Points will forward the completed forms via Note Verbale to the relevant Malaysian Missions before it reaches the ELTC Training Institution. List of Malaysian Embassies worldwide is available at <http://www.kln.gov.my>
- Application form must be submitted along with a coloured copy of the candidate's passport, current coloured passport sized photo and the latest medical record.
- For Course Information and Application Guidelines, please refer to the following link: http://mtcpcoms.kln.gov.my/mtcpcoms/online/list_course

Note:

Applicants who do not receive notification prior to the commencement of the course can assume their applications have been deemed unsuccessful. No written notification will be sent to unsuccessful applicants.

General Terms and Conditions of Scholarship

Air Fares:

A return air ticket from the capital city of the recipient's country to Kuala Lumpur on economy class will be provided by the Government of Malaysia to participants from recipient countries with GDP per capita below USD 5,000. Therefore, some MTCP recipient countries may need to bear their own air fares. Tickets will be issued upon confirmation of acceptance.

Visa & Vaccination:

- It is mandatory that all MTCP participants adhere to the Visa With Reference (VWR) application procedure.
- Person seeking to enter Malaysia must be in possession of a valid passport or other internationally recognised travel document and visa if required. Passport or other travel document must be valid for at least 6 months beyond the period of stay allowed in Malaysia.
- Successful applicants are required to submit a coloured photocopy of the first page of their valid passports, a current coloured passport sized photo and a letter of acceptance to the Training Institution/programme organiser.
- The Training Institution/programme organiser will apply for VWR at the Department of Immigration in Malaysia for immigration processing and obtaining specific VWR Approval Letter for the applicants. Upon approval, a copy of this VWR Approval Letter will be forwarded to the participants who will then collect their respective VWR from the nearest Malaysian Mission.
- Applicants who have received the specific VWR Approval Letter are required to obtain a VWR stamp at the specified Malaysian Mission before entering Malaysia.
- Expenditures on all visa-related fees, airport-tax/airport user's charge, transit insurance, excess luggage, travel tax, transit fees, domestic passenger terminal fees, phone chargers, private purchases, etc. are BORNE BY THE PARTICIPANTS. This also applies for medical check-up and vaccinations prior to travel to Malaysia.
- Participants from yellow fever endemic areas, including diplomatic and official passport holders, are required to take a mandatory vaccination for yellow fever at least ten (10) days prior to their departure to Malaysia and required to produce a Yellow Fever Vaccination Certificate at the entry point in Malaysia.

Accommodation:

Full board accommodation (twin sharing) will be provided throughout the duration of the training.

For further enquiries, please contact:

English Language Teaching Centre (ELTC)
Ministry of Education Malaysia,
Kompleks Pendidikan Nilai, Lebuhr Enstek,
71760 Bandar Enstek, Negeri Sembilan, Malaysia
(Attn.: Mr. Terry Yap)
Tel.: 606-7979153 Fax: 606-7979113
Email address: terryyck@eltc.edu.my

MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP)

Trainer Training on Online ELT Course Design



Date:

5 - 23 September 2017

Venue:

English Language Teaching Centre (ELTC)
Ministry of Education, Malaysia

Application Closing Date:
20 June 2017

About The Malaysian Technical Cooperation Programme (MTCP)

The Malaysian Technical Cooperation Programme (MTCP) was first initiated at the First Commonwealth Heads of Government Meeting (CHOGM) for Asia Pacific Region in Sydney in February 1978. It was officially launched on 7 September 1980 at the Commonwealth Heads of State Meeting in New Delhi to signify Malaysia's commitment to South-South Cooperation, in particular Technical Cooperation among Developing Countries (TCDC). In line with the spirit of South-South Cooperation, Malaysia - through the MTCP - shares its development experiences and expertise with other developing countries. Initially formulated based on the belief that the development of a country depends on the quality of its human resources, MTCP emphasizes the development of human resources through the provision of training in various areas essential for a country's development.

Since its inception, more than 32,000 participants from 143 recipient countries have been directly trained under MTCP. To date, MTCP has extended its recipient of countries to 143 developing nations for training within its ten (10) key areas.

Annually, more than 80 short-term courses are offered by 80 MTCP training institutions, many of which are centres of excellence for training.

Objectives of MTCP

- To share development experience with other countries;
- To strengthen bilateral relations between Malaysia and other developing countries;
- To promote South-South Cooperation (SSC);
- To promote technical cooperation among developing countries (TCDC).

About The English Language Teaching Centre (ELTC)

ELTC was established on 1 June 2002 to undertake the specialist function of enhancing the teaching competencies of English Language teachers. The institution functions as a centre for innovation and research and development in the teaching and learning of English language. The institution is also tasked with the responsibility of setting standards and providing certification for English Language Teaching (ELT) professionals, in addition to developing expertise especially in the field of e-learning for ELT teacher education.



About The Course - Trainer Training on Online ELT Course Design

This full-time, three-week training course with hands-on activities is specifically tailored for ELT practitioners interested in designing online courses. Course participants must have basic ICT literacy skills and are fluent in the English language. The course introduces a variety of training strategies which balances theoretical understanding with practical applications. The 'learning by doing' approach aims to provide hands-on experience in developing online materials.

Objectives

Upon completion of the course, participants will:

- have an understanding of best practices within their own contexts and internationally,
- have awareness of the P21 Framework for 21st Century Learning, as well as ISTE Standards for Teachers and how they can be used as a framework for training and applying key theoretical concepts in online course development,
- make connections between theories and professional practices, and explore ways of supporting professional development of their clients in developing a course in an online Learning Management System (LMS),
- demonstrate an understanding on how to apply adult learning principles into the training room and expose trainers to a wide range of facilitation skills and techniques used for adult learning,
- produce online course materials in different multimedia formats,
- be equipped with skills for trialing an online course prior to implementation,
- have opportunities to make the link between content and practice, and,
- have a platform for critical thinking, reflection, action and change.