Training Course on Advanced ICT Integration in Education Management

Professional Development Training Course Outline

Category	Educational Leadership and Management	**Duration**	10 Days
Base Fee	$3,000 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

In today's digital age, ICT integration in education management has become a vital pillar for transforming teaching, learning, and administration processes. Training Course on Advanced ICT Integration in Education Management empowers education leaders, administrators, and ICT coordinators with the skills needed to strategically embed technology into educational institutions. Participants will master data-driven decision-making, digital transformation strategies, and smart technology adoption for improved institutional performance. The course is aligned with global education standards, offering both theoretical depth and practical tools that drive innovative education leadership.

As education systems evolve, the ability to implement, manage, and evaluate ICT-based solutions becomes increasingly critical. This advanced program focuses on e-learning platforms, digital governance, learning analytics, and emerging tech tools to enhance institutional efficiency. Designed by experts in educational technology and management, the course emphasizes hands-on experience, real-world case studies, and evidence-based practices to produce digitally fluent education managers ready to lead the next generation of smart schools.

Programme Curriculum

Training Course on Advanced ICT Integration in Education Management

Introduction

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Course Objectives

1. Analyze current trends in ICT integration in education leadership.
2. Design and implement a digital transformation strategy for schools and institutions.
3. Utilize data analytics and dashboards for school performance monitoring.
4. Integrate Learning Management Systems (LMS) for blended and remote learning.
5. Develop ICT-based school communication systems for stakeholder engagement.
6. Enhance administrative workflows with cloud-based education tools.
7. Manage institutional change using edtech leadership strategies.
8. Evaluate the impact of emerging technologies (AI, AR/VR, IoT) on education.
9. Improve digital security and compliance in school information systems.
10. Drive effective use of mobile and smart devices in classrooms.
11. Promote equitable access to ICT in diverse learning environments.
12. Measure ROI on edtech investment and ICT infrastructure upgrades.
13. Create sustainable ICT implementation roadmaps aligned with policy.

Target Audience

1. School Principals & Head Teachers
2. Education Policy Makers
3. ICT Coordinators and Technicians
4. Ministry of Education Officials
5. Curriculum Developers
6. Teacher Trainers and Lecturers
7. University/College Administrators
8. Education Consultants and Evaluators

Course Duration: 10 days

Course Modules

Module 1: Foundations of ICT in Education Management

- Overview of ICT frameworks
- Global benchmarks and digital education policies
- Key ICT tools for administrators
- Roles of digital literacy and fluency
- Education 4.0 and future-ready systems
- **Case Study**: Estonia’s digital education transformation

Module 2: Strategic Planning for ICT Integration

- Digital vision and mission setting
- ICT policy development and budgeting
- Stakeholder analysis and buy-in
- Infrastructure and software procurement
- KPI development for ICT programs
- **Case Study**: Rwanda’s One Laptop per Child program

Module 3: Digital School Leadership

- Leadership in a digital era
- Building ICT leadership teams
- Fostering digital culture in institutions
- Professional development for staff
- Leading with innovation
- **Case Study**: Singapore's iN2015 Master Plan

Module 4: Learning Management Systems (LMS) Deployment

- Choosing the right LMS (Moodle, Google Classroom, etc.)
- Course digitization and content uploading
- LMS user management and reporting
- Monitoring learner engagement
- Integrating LMS with SIS
- **Case Study**: Kenya Institute of Curriculum Development LMS adoption

Module 5: Cloud Computing in Education

- Benefits of cloud services for schools
- Google Workspace and Microsoft 365 tools
- Data storage and backup protocols
- Access control and cloud governance
- Remote collaboration in education
- **Case Study**: Tanzania's use of G Suite in secondary schools

Module 6: Mobile and Smart Device Integration

- BYOD policies and implementation
- Device compatibility and classroom integration
- Mobile-based assessments and surveys
- Apps for collaborative learning
- Digital distraction management
- **Case Study**: Use of tablets in Ghana's primary schools

Module 7: ICT-Driven Communication Systems

- School-parent communication tools
- Staff and student intranets
- Video conferencing for remote education
- SMS alerts and notifications
- Real-time feedback systems
- **Case Study**: Uganda's school SMS alert system

Module 8: Education Data Analytics

- Introduction to educational data science
- Data collection and cleaning
- Visualizing trends with dashboards
- Predictive analytics for performance
- Informed decision-making
- **Case Study**: South Africa's School Monitoring Survey

Module 9: Cybersecurity in Educational Institutions

- Identifying cyber risks in schools

- Securing student data
- Staff training on cyber hygiene
- Enforcing IT policies and compliance
- Responding to data breaches
- **Case Study**: Cyberattack response in a European high school

Module 10: AI and Emerging Tech in Education

- Overview of AI, AR/VR, IoT in learning
- Chatbots for student support
- Personalized learning algorithms
- Ethical use of AI in education
- Forecasting tech adoption
- **Case Study**: AI tutor implementation in India

Module 11: Inclusive ICT Practices

- Bridging the digital divide
- Technologies for learners with disabilities
- Multilingual content delivery
- Offline access solutions
- Community digital training
- **Case Study**: Nepal’s inclusive ICT initiatives

Module 12: Monitoring and Evaluation of ICT Programs

- Designing M&E frameworks
- Collecting qualitative and quantitative data
- Using KPIs for ICT success tracking
- Feedback loops for system improvement
- Reporting and accountability
- **Case Study**: ICT audit in public schools in Nigeria

Module 13: Policy and Legal Frameworks

- National ICT in education policies
- Global education tech standards (UNESCO, OECD)
- Data protection and GDPR in schools
- Procurement guidelines for ICT tools
- Risk mitigation strategies
- **Case Study**: EU policy on digital education

Module 14: EdTech ROI and Budget Management

- Calculating ROI for ICT investments
- Budgeting for long-term tech upgrades
- Cost-effective resource allocation
- Open-source vs proprietary platforms
- Auditing ICT expenses
- **Case Study**: Financial sustainability in Egypt’s edtech rollout

Module 15: Capstone Project: ICT Action Plan Development

- Needs assessment of participant’s institution
- Building a school-specific ICT roadmap
- Presentation and peer review of action plans

- Evaluation by facilitators
- Real-time feedback for improvement
- **Case Study**: Participant-implemented success stories

Training Methodology

- Interactive instructor-led workshops
- Group-based hands-on activities and simulations
- Case study analysis and scenario planning
- Use of digital tools like LMS, data dashboards, and AI tools
- Real-time capstone feedback and implementation sessions

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	04 Dec 2026	Online	$2,000
23 Nov 2026	04 Dec 2026	Physical	$3,000
23 Nov 2026	04 Dec 2026	Physical	$6,000
23 Nov 2026	04 Dec 2026	Physical	$6,000

Start Date	End Date	Location	Price
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$9,000
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$12,000

Ready to enroll or request a customized program? Book online or contact us:

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Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com