

# ELGI

**Learn to connect**  
Interoperability essentials

## E-course curriculum

WP 4: Development of study  
curriculum

Publication date (final version):  
30.09.2012

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ELGI - eLearning for eGovernment  
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# E-course curriculum

WP 4: Development of study curriculum

Final Deliverable 4.1

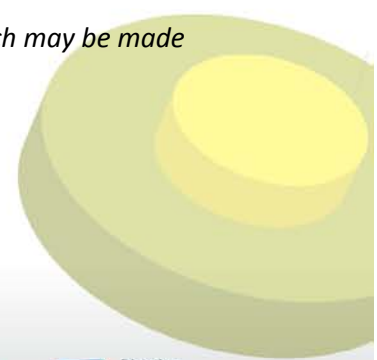
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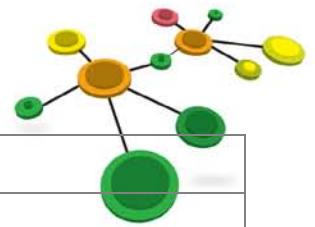
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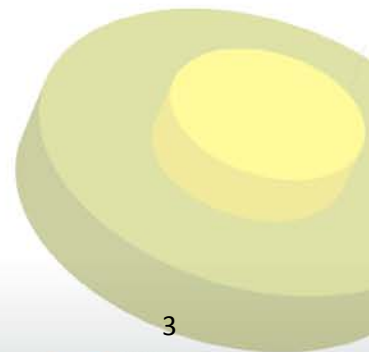


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## DEFINITIONS

**Curriculum** – a set of information of the whole e-course (structure of the e-course and description of its modules)

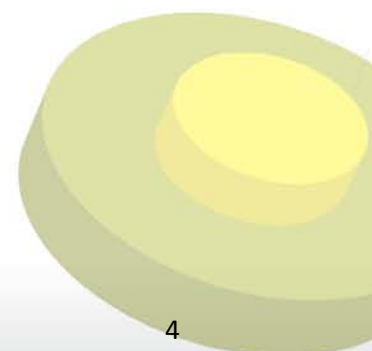
**Module/Learning path** – a set of topics specific to a particular target group

**Topic** - the subject of a discourse

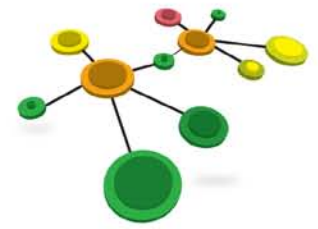
**Syllabus** – a structured document containing general information about the topic like its title, duration, authors, goal, learning outcomes, etc.

**Scenario** – an ordered list of learning objects together with information about the media type related to each learning object

**Content** – a written document covering the (theoretical) material of a topic together with general information about the topic

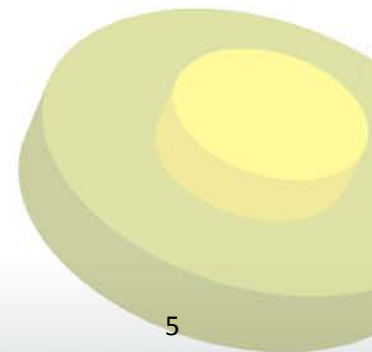


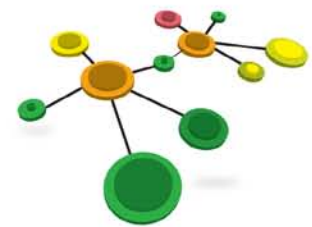
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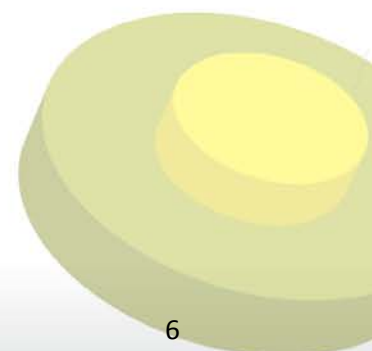




## INTRODUCTION

This report is a deliverable of the 4<sup>th</sup> workpackage of the ELGI project which aims to develop and produce an electronic course on interoperability. It provides the detailed description of the e-course curriculum by specifying all its items mentioned in the project proposal, namely name of the e-course, its aims and obtainable competences, target groups, entry prerequisites, learning hours, learning methods and process, grading policy, conditions of certification, modules of the e-course and methods of surveying learners' satisfaction. The report will serve as an input into activities of the 5<sup>th</sup> workpackage related to development of e-course scenario and learning objects.

The report is organized as follows. Section 1 provides the title of the e-course, its aims, and obtainable competences. Section 2 focuses on the target groups of the e-course. Section 3 describes the structure of the curriculum in terms of modules. Section 4 specifies such aspects of the e-course as entry prerequisites, learning hours, learning methods and process, grading policy, conditions of certification, and methods of surveying learners' satisfaction.





## 1. E-COURSE AIMS AND OBTAINABLE COMPETENCES

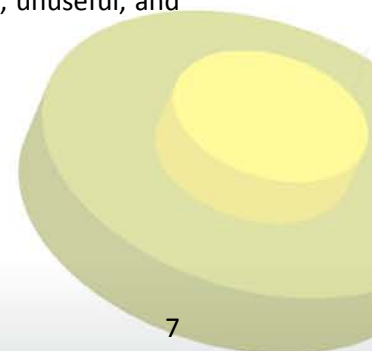
Three main parties - decision makers, public administrations, and contractors - involved in development of eGovernment and public services must have a common language to achieve effective communication and understanding of needs and requirements concerning public services and Information and Communication

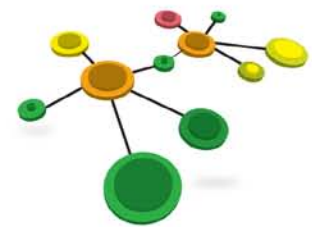
Technology (ICT) solutions. However, very often terminology could be interpreted in different ways causing misunderstanding and development of solutions inconsistent to requirements. The common language must clearly define main concepts such as public administration, public service, eGovernment, and interoperability. **The e-course “Interoperability essentials”** provides the knowledge which should be the basis for all these people who are involved in process of legislation, preparation, and development of eGovernment, ICT systems, and public services.

The e-course delivers the necessary knowledge to three groups of actors - Decision Makers/ Public Administration/ Contractors - in order to provide common understanding needed for design of new eGovernment tools and systems which are compatible across Europe. The attention is also paid to awareness on legal regulations and possible barriers of interoperability in order to develop interoperability solutions applicable across EU. By knowing the best practice examples, all three parties under consideration will avoid developing of complex, unuseful, and ineffective solutions.

Summarizing the all abovementioned, **the aims of the e-course** are the following:

- to build the common language for effective communication and understanding of needs of the three groups of actors: Decision Makers/ Public Administration/ Contractors;
- to provide the necessary knowledge needed for design of new eGovernment tools and systems compatible across Europe;
- to ensure awareness on legal regulations in order to develop interoperability solutions applicable across EU;
- to demonstrate best practice examples in order to avoid development of complex, unuseful, and ineffective solutions;
- raise awareness of possible barriers for interoperability.

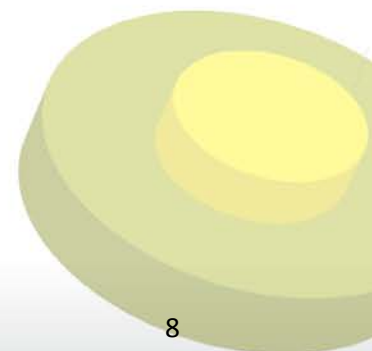




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Therefore, **the e-course** meets the objectives defined in the project proposal (D2 Aims and Objectives: Objective 1) and allows to obtain the following **competences**:

1. *knowledge of* the EU directives, recommendations of the specialized units of the UN, national legislation, law on eGovernment and related laws such as those governing electronic documents and electronic signatures, access to spatial data and all those that are relevant to the problems of interoperability, regulation for the internal flow of electronic documents and paper medium in the administrations and integrated environment for the exchange of electronic documents.
2. *understanding of* the processes of entry in the registers of information objects related to electronic services and all related operating instructions of the National legislative bodies.
3. *ability to* formulate unified names of electronic services and their status, to analyze the legal consistency and technological legal regulations and the algorithms of work of accredited persons who carry certification of these applications in order to be able to successfully submit for certification program applications, attached to electronic documents, relating to the provision of administrative services.
4. *ability to* formulate the processes of re-engineering of existing administrative systems so that they are eligible for certification, and to define adequately the specifications for the creation of new systems in accordance with the law and regulations.
5. *understanding and support* of the interoperability projects the target groups are involved in.



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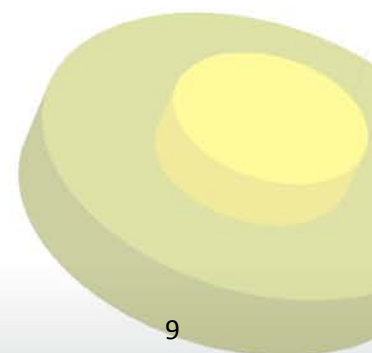


## 2. TARGET GROUPS

The e-course is intended for three main groups of interest:

- Decision makers (DM) – people who are responsible for the process of creating the law in the field of eGovernment (e.g. national policy makers);
- Public administration (PA) staff – people who are/will be users of public services (e.g. managers of eGovernment projects, social partners, local administration, regional administration, national administration, VET, teachers, and trainers);
- Contractors (CO) – organizations/companies involved in development and delivery of ICT systems and public services (e.g. managers of eGovernment projects from the side of developers, information systems developers).

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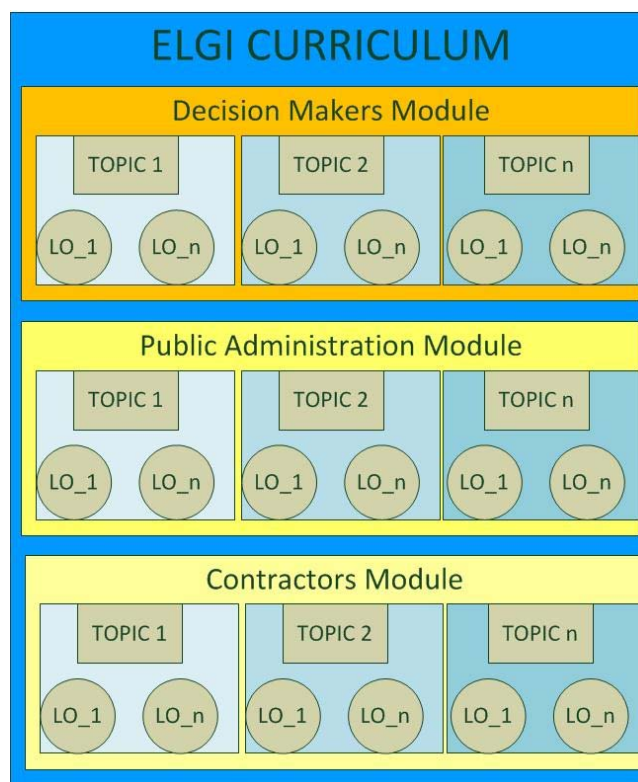


### 3. MODULES OF THE E-COURSE

The whole structure of the proposed curriculum is presented in Figure 1. Therefore, the e-course is divided into three modules (learning paths):

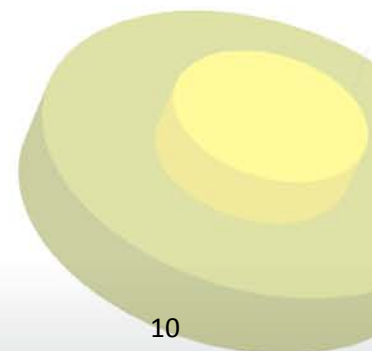
- Decision Makers Module;
- Public Administration Module;
- Contractors Module.

Each module consists of a set of topics. Each topic includes a set of learning objects. Such an organization of the curriculum allows tuning of the e-course to the needs of certain groups involved in development of eGovernment and public services. Each of the group needs specific knowledge which can be delivered as specialized topics available only to a particular group. At the same time, there are topics which are the common for members of all groups and, thus, they will be available to a learner regardless of the initial path the learner has chosen. This allows provision of basic knowledge needed for common understanding of interoperability issues and aspects and specific knowledge related to the field of a specific group of members.



\*LO – Learning Object

Figure 1. Curriculum of the e-course





## 4. CURRICULUM SPECIFICATION

### Entry prerequisites

No entry prerequisites. The e-course is developed, written, and designed in such a manner that any person interested in the subject can join it. It is also prepared to be useful for professionals, as well.

### Learning hours

The e-course consists of 15 topics per module. Taking into account that the average time for completing one topic is 2 hour, the average time needed for completion of the e-course for a specific target group is 30 hours.

### Learning methods and process

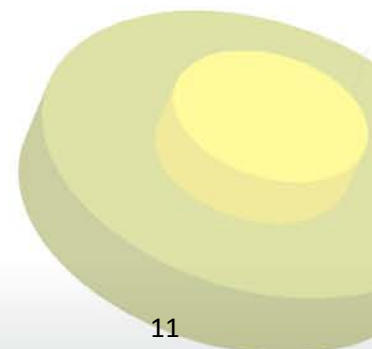
A learner will have access to the online e-learning platform where the content will be delivered. Interaction with a teacher is not planned and on-campus presence is not required. The developed e-course provides detailed topics that reinforce theoretical material with self- assessment tests and various multimedia objects such as animation, audio and video podcasts. The curriculum is designed in such a way that a learner can study at his/her own pace – wherever and whenever he/she wants. A learner will follow the e-course topic by topic. Next topic is made available to him/her after the previous one has been completed.

### Grading policy

Self-assessment tests are an essential part of the e-course. Each topic is considered to be completed when a corresponding self-assessment test is finished successfully. Each time to go further in the e-course a learner must receive at least 70% of the total number of points in the current topic.

### Conditions of certification

No certification is planned.





### Method of surveying satisfaction

Feedback will be collected through a questionnaire at the end of the e-course in order to improve the e-course further and to ensure that the service is in line with the needs of the target groups. Opinions will be sought on:

1. The difficulties the learner experienced in the course;
2. What the learner liked most on the course;
3. Whether the course was interesting and useful;
4. Recommendations for improving the course.

