



## **COVID-19 Digital Response project**

### **End Stage Report for**

# **04 TRAINER DIGITAL COMPETENCIES MANUAL**

March, 2023

<b>Project data</b>	<b>Project title</b>	COVID-19 Digital Response
	<b>Project acronym</b>	d-Response
	<b>Project number</b>	2021-1-BG01-KA226-VET-095108
	<b>Project coordinator</b>	E10142644 SBC School of Business Competences Ltd.
	<b>Partner organizations</b>	E10065059 Liceul Tehnologic Szekely Karoly E10209310 Instituto Tecnológico De Canarias, S.A. E10002557 Die Berater Unternehmensberatungs Gesellschaft MBH E10248776 ACEEU GmbH E10208379 Centre for Advancement of Research and Development in Educational Technology Ltd. - CARDET
<b>Result Data</b>	<b>Project result title</b>	O4 Trainer Digital Competencies Manual
	<b>Document category</b>	Learning / teaching / training material – Manual / handbook / guidance material
	<b>Within responsibility of</b>	[A] ITC, [C] Partners Key to division of work: R = Responsible – those who do the work to complete the task A = Accountable - the one ultimately answerable for the correct and thorough completion of the deliverable or task C = Consulted – those whose opinions are sought I = Informed - Those who are up-to-date on progress
	<b>Date of issue</b>	March, 2023
	<b>Version NN.NN</b>	00.01
	<b>Audience</b>	Project partners, public under ERASMUS+ rules
<b>Purpose and motivation</b>	O4 is a guide for the Trainers about the activities they shall conduct along the lifecycle of training in digital environment. It also reflects the specifics of the Project Outputs O1, O2, O3.	
<b>Scope</b>	This COVID-19 Digital Response project's End Stage Report is focused on the stage O4 Trainer Digital Competencies Manual.	

## Introduction

The purpose of this End Stage Report is to summarize the COVID-19 Digital Response project's progress at the end of O4 stage, the overall project situation, and give enough information for a decision on how to proceed with the project.

It is developed in accordance with PRINCE2 project management best practice.

## O4 Stage. Summary

This Intellectual output development is led by INSTITUTO TECNOLÓGICO DE CANARIAS, S.A. (ITC) and comprises the next main tasks:

- O4-A1 Identification and selection of European Frameworks of competences in the field of digital technologies for teachers, citizens and organizations and specific competences in the subject area project partners are accredited. The aim of this task is to highlight the teacher's digital competences necessary to deliver and prepare educational content in accordance with the requirements of the applicable European frameworks. ([A] ITC, [C] partners)
- O4-A2 Create and document Trainer Digital Competence Manual on the base of O4-A1, O1, O2 and O3 ([A] ITC, [C] partners)
- O4-A3 Train project partners on the O4 intellectual output using the digital platform (O1) ([A] ITC, [C] partners)
- O4-A4 Prepare end-stage report and do end-stage activities as required by the Erasmus program and the contract ([A] ITC, [C] partners)
- O4-A5 Publish the stage results at the project web-site after approval ([A] ITC, [R] SBC, [I] partners)

The above tasks were completed as planned. COVID-19 Trainer Digital Competence Manual was developed (see appendix 1) and it is available at the following address:

<https://covid19digitalresponse.eu/intellectual-outputs/o4-trainer-digital-competencies-manual>

The QA report for O4 is provided in Appendix 2. Based on this QA report, we can conclude the O4 stage output is within the tolerances regarding the quality. No new risks were identified.

The O4's results are published at the project's web site [www.covi19digitalresponse.eu](http://www.covi19digitalresponse.eu) and available for the community. The platform is operational and can be used by the partners or by the other educational organizations as intended. Thus, part of the COVID-19 Digital Response project's benefits are achieved and can be exploited.