



# Lead Tutor Training Program for Vocational Education



A Report

*Under the Project*

**Impacting Education and Open Schooling through Open Education Resources (OER): Making a Difference among the Learners of BOU**

*Organised by:*

**BANGLADESH OPEN UNIVERSITY (BOU), Gazipur, Dhaka**

*Supported by:*

**COMMONWEALTH EDUCATIONAL MEDIA CENTRE FOR ASIA (CEMCA), New Delhi**

*Held at*

**Regional Centre, Bangladesh Open University, Dhanmandi, Dhaka  
On January 20 & 22, 2020**

*Reported by:*

**Professor (Dr.) Sanat K. Ghosh**

**School of Education, Netaji Subhas Open University, Kolkata, India**

## **Preamble**

Bangladesh Open University (BOU) is a public University with its main campus in Board Bazar, Gazipur, was established in 1992. As the national ODL University in Bangladesh, the BOU with its seven Schools of Studies is mandated not only to promote higher standards of Degree Programs, but also the Certificate Programs which have skill-based vocational implications.

The Commonwealth Educational Media Centre for Asia (CEMCA) was established by the Commonwealth of Learning (COL) in 1994, under a host country agreement signed between COL and Government of India (GoI) in 1998, has its headquarter in New Delhi. CEMCA is the foremost agency in Commonwealth Asia that promotes media enabled learning for development and assists Governments and Institutes to expand the scale, efficiency and quality of learning by using multi-media in open, distance and technology-enhanced learning.

CEMCA has been supporting the three-year project, titled “Impacting Education and Open Schooling through OER: Making a Difference among the Learners” to BOU as per the needs of the Institution in the line with CEMCA integrated model for Higher Education since August, 2019. BOU completed the year one activities of the project during April-June, 2019. As a part of the year two activities, in which BOU has conducted a training program for Vocational Tutors of HSC, eBEd/eMEd Program at the University.

The present two-day Workshop on “Vocational Lead Tutors’ Training on Academic Support for BOU Learners” is conducted on January 21 and 22, 2020 at the Regional Centre of BOU, Dhaka as a part of the CEMCA supported project on “Impacting Education and Open Schooling through Open Education Resources (OER) – Making a Difference among the Learners of BOU”.

The prime goal of this two-day workshop has been identified to impart knowledge, skill and attitude on designing and delivering online vocational programs of HSC level for the faculty members of BOU as lead tutors to upscale their competencies in developing and managing the programs including MOOC Programs. In collaboration with the CEMCA, New Delhi and the School of Education and School of Vocational Studies jointly have organized the Workshop.

## **Outcomes of the Workshop**

After the completion of the Workshop, the participants are expected to -

- Define the concept of ODL and discuss development of Distance Education (DE) in national level;
- Explain the nature, characteristics and importance of Learning Materials (in different format) in Distance Education;
- Discuss importance of learner support in distance education and differentiate between counseling and tutoring;
- Organize student support using various modes (face-to-face, online, using audio-visual media, computer etc.);
- Conduct academic tutoring/counseling sessions in learning centers/ study centers;

- Write tutor comments on assignments responses;
- Use ICTs for student support, use OER for teaching and learning and create and search educational resources on the web purely voluntary.

### **Target Group**

The target group of the Workshop was the faculty members of BOU attached to different Schools of Studies, especially the School of Education, the School of Agriculture and Rural Development, the Open School and others engaged as vocational tutors, who might be the lead tutors of the Training Program for Vocational Skill based Education of BOU. Thus, a total of 31 faculties (15 Male and 16 Female) have participated in the two-day Workshop.

### **Resource Person**

Professor Sanat K. Ghosh of School of Education, Netaji Subhas Open University, Kolkata, India was the Consultant expert for the Workshop engaged by CEMCA, New Delhi.

### **Workshop Methodology**

The Workshop has been designed to make full use of experiential learning and collaborative learning methodology. Accordingly, the program consisted of structured presentations on the various concepts followed by open interactions along with hands-on experiences on OER integration.

### **Workshop Proceedings**

#### ***Proceedings of Day-1 (January 21, 2020)***

#### ***Inaugural Session (10.30 hrs to 11.15 hrs):***

The introduction to the two-day Workshop was given Dr. Mizanoor Rahaman, Open School of BOU. He discussed about the background of the present workshop with its objectives. He had very specifically mentioned about the significant role of CEMCA in using OER and promoting overall quality of ODL system at BOU. Professor (Dr.) Sabina Yasmin, Dean of Open School, BOU welcomed all the participants on behalf of the organizers and stated her expectation from the Workshop.

Dr. Manas Ranjan Paniigrahi, Senior Consultant, CEMCA as the chief organizer had focused on the significant role of CEMCA in pursuing the project on “Impacting Education and Open Schooling through Open Education Resources (OER): Making a Difference among the Learners of BOU” and development of the OER policy at BOU. He also discussed about the target of the present Workshop. Professor (Dr.) Sanat K. Ghosh of School of Education, NSOU, Kolkata, addressed the participants with the theme of the Workshop including the objectives of the program and other related issues.

Presidential address was given by Prof. (Dr.) Sufia Begum, Dean, School of Education, BOU. She stressed on the effective participation of the faculties in the Workshop to reach the objectives of

the program. Mr. AKM Akhtar Khalid, Joint Director (Training), Training and Research Unit, BOU delivered the vote of thanks on behalf of the University.

***Presentations and Discussions:***

*First Academic Session (11.30 hrs to 12.30 hrs)*

In his median presentation, Dr. Manas R. Panigrahi, Senior Program Officer (Education), CEMCA (Promoting Learning for Sustainable Development), New Delhi introduced the purpose of the Workshop along with the participants' expectations from the Workshop. He also discussed in detail in the context of Bangladesh about the scope of Open and Distance Education in 21<sup>st</sup> century and also the nature of the ODL learners of the present century.

*Second Academic Session (12.30 hrs to 13.30 hrs)*

Professor Sanat K. Ghosh has discussed about "Nature, Characteristics and Importance of Learning Materials (in different formats) in Distance Education (DE)." He started with the potential of DE for making education more accessible, flexible and innovative. The revolution in ICT has opened up vast possibilities for widening, strengthening and deepening the whole education system. He discussed critically the changing concepts of nature, characteristics and Self Learning Material (SLM) formats in DE with the special focus on different formats of SLMs for distance learners. He concluded his session with four small activities of the participants.

*Third & Fourth Academic Sessions (14.30 hrs to 15.30 hrs & 15.45 hrs to 17.15 hrs)*

In the post-lunch sessions, Professor Ghosh discussed the "Roles and Responsibilities of Academic Counselors in DE". He focused on Understanding the concept, scope and significance of counseling, counseling in different formats, counseling skills and uses of media in counseling with suitable examples from real situations. It was ended with interactive participations in four activities and open discussions.

*Sum-up of Deliberations*

Mr. AKM Akhtar Khalid, Joint Director (Training), Training and Research Unit, BOU summarizing the deliberations concluded the program of Day-1.

***Proceedings of Day-2 (January 22, 2020)***

*Recapitulation:*

At the beginning of the Workshop on Day-2, Dr. Panigrahi welcomed all the participants and gave some inputs to help them to recapitulate the last day's deliberations by the participants. He also planned the work for the day to conduct the Workshop.

***Presentations and Discussions:***

*Fifth Academic Session (10.00 hrs to 11.15 hrs):*

Dr. Manas Ranjan Panigrahi, Senior Consultant, CEMCA discussed about the “Organization of student support using various modes at BOU”. Especially he focused on face-to-face, online, audio-visual and computer media for providing supports to distance learners with some activities and open discussions. He emphasized on some more aspects of student support system discussed in earlier workshops at BOU conducted by CEMCA.

*Sixth and Seventh Academic Sessions (11.30 hrs to 12.30 hrs & 12.30 hrs to 13.30):*

Prof. Dr. Khondokar Mokaddam Hossain, Pro-Vice Chancellor of BOU was present to deliver a short but significant speech on the importance of distance education in the present context of Bangladesh and its quality assurance.

Dr. Mizanur Rahaman of BOU had discussed thoroughly about the uses “Technology in Distance Education: General and BOU perspectives”. He also mentioned about the technological advancement in Bangladesh, availability of ICT resources and gradual adaption of advanced technology in the DE system at BOU.

In this context, he discussed further about MOODLE LMS, MOOC, e-Content, OER Repository in general and in the context of BOU in particular. He sighted many examples to the participants and comprehensive feedbacks were received in this regard.

*Eighth Academic Session (14.30 hrs to 15.30 hrs):*

Dr. Manas R. Panigrahi introduced the OER Repository and its Policy of BOU to the participants in general and some related issues in particular. He organized hand on training to each of the participants on (i) OER search its use in integration to develop new OER materials and (ii) OER search and reuse to develop new materials. Participants were found motivated in engaging themselves to understand and to develop skill on OER related issues.

*Ninth Academic Session (15.45 hrs to 16.30 hrs):*

Professor Sanat K. Ghosh discussed the “Assessment of Learning Outcomes Distance Learners” in the emerging context of Choice Based Credit System. He clarified the concepts of testing, assessment and evaluation and their significances in educational practices in general and in DE in particular with various examples. He tried to make emerging evaluation technology comprehensible and usable through three hands on activities. Very significantly he emphasized the implications scientific bases of assessing learning outcomes learners, especially in DE to ensure the overall quality of DE as a measure of wider social acceptance.

***Closing Session (16.30 hrs to 17.00 hrs)***

*Feedback from Participants:*

Feedbacks from the participants were expressed with satisfactions through the present Workshop very spontaneously. They were mostly benefitted with the workshop program in respect to take the responsibility of providing leadership as tutors and trainers in future for quality Vocational Education in Open Schools at Bangladesh Open University. Minor infrastructural deficiencies were not the major problem of the Workshop

### ***Distribution of Certificates***

On behalf of the organizers, the Completion Certificates were distributed to the participants by Prof. Sufia Begum, Dean, School of Education, BOU, Prof. Sanat K. Ghosh, Resource Person, SOE, NSOU, Kokata. Prof. Sabina Iasmin, Dean of Open School, Dr. Manas Ranjan Panigrahi, Sr. Programme Officer, CEMCA, Dr. Mizanur Rahaman, of Open School and Mr. AKM Akhtar Khalid, Joint Director (Training), Training and Research Unit, BOU.

### ***Closing:***

Prof. Dr. Sufia Begum, Dean, School of Education, BOU expressed her indebtedness to CEMCA, Consultant Professor Sanat K, Ghosh and Dr. Manas Ranjan Panigrahi, Sr. Programme Officer. She extended her heart-felt thanks to the participating faculties of BOU for their active involvement in the Workshop, the resource persons and Organizers who facilitated the whole program at the satisfactory level. Expecting its effective implementations at BOU in near futures, she closed the Workshop.

**Workshop on  
Vocational Tutors Training on Academic Support for BOU Learners**

*Jointly organized by*  
Bangladesh Open University (BOU)  
and  
Commonwealth Educational Media Centre for Asia (CEMCA)

**Date: 21-22 January 2020**

**Venue: Board Room, NSOU**

**Objectives of the workshop:**

- Define the concept of ODL and Discuss development of Distance Education (DE) in national level
- Explain the nature, characteristics and importance of Learning Materials (in different format) in Distance Education
- Discuss importance of learner support in distance education and Differentiate between counselling and tutoring
- Organize student support using various modes (face-to-face, online, using audio-visual media, computer etc.)
- Conduct academic tutoring/counselling sessions in learning centres/study centres
- Write tutor comments on the assignments responses
- Use ICTs for student support, Use OER for teaching and learning and Create and search educational resources on the Web purely voluntary

**Workshop Schedule**

Date/Time	Activity	Resource Person and material support
Day-1: 21 January 2020		
10.00-10.30 hrs	Registration	
10.30hrs-11.15hrs	Opening Session: <ul style="list-style-type: none"> <li>• Introduction by Dr. Mizan</li> <li>• Welcome Address by Prof. Sufia Begum</li> <li>• Inaugural Address by PVC/Prof Sabina</li> <li>• Address by CEMCA Resource Persons: Prof. Sanat K. Ghosh and Dr. Manas R. Panigrahi</li> <li>• Presidential Address by: VC</li> <li>• Vote of Thanks: Mr. Khalid</li> </ul>	
11.15hrs-11.30 hrs	<i>Tea/Coffee Break</i>	
11.30hrs-12.30 hrs	<ul style="list-style-type: none"> <li>• Introduction to the workshop</li> <li>• Participants' Expectations from the Workshop</li> <li>• Open and Distance Education (DE) in 21<sup>st</sup> Century and 21st Century ODL Learners</li> </ul>	Dr. Manas R. Panigrahi
12.30hrs-	<ul style="list-style-type: none"> <li>• Nature, Characteristics and Importance of</li> </ul>	Professor Sanat K Ghosh

13.30hrs	Learning Materials (in different format) in Distance Education	
13-30hrs-14:30hrs LUNCH		
14-30hrs-15:30hrs	Roles and Responsibility of the Academic Counsellors in ODL	Professor Sanat K Ghosh
15:30hrs- 15:45hrs Tea/Coffee Break		
15:45hrs-17:15hrs	Counselling in Distance Education	Professor Sanat K Ghosh
DAY-2: 22 January 2020		
10:00hrs-11:15 hrs	Introduction to Day-2 and Planning the work for the day. Organize student support using various modes (face-to-face, online, using audio-visual media, computer, LMS, etc.) at BOU	Dr. Mizan/BOU Dr. Manas R. Panigrahi
11:15hrs-11:30hrs Tea/Coffee Break		
11:30hrs-12:30hrs	Technology in Distance Education: (General and BOU perspectives)	Dr. Mizan
12.30hrs-13:30hrs	Technology in Distance Education: Moodle LMS, MOOC, e Content, OER Repository (General and BOU perspectives)	Dr. Mizan/BOU
13.30hrs-14.30hrs Lunch		
14:30hrs-15:30hrs	<ul style="list-style-type: none"> <li>• Introduction to OER- Raising issues for discussion <ul style="list-style-type: none"> <li>• OER Search, find and integration to develop new OER materials</li> <li>• OER Search and reuse to develop new materials</li> </ul> </li> </ul>	Dr. Manas R. Panigrahi
15:30hrs – 15:45hrs Tea/Coffee Break		
15:45hrs-16:30hrs	Assessment of ODL Learners	Professor Sanat K Ghosh
16:30-17.00hrs	Closing Session	



**Annexure II: The List of Participants****LEAD TUTOR TRAINING ON VOCATIONAL EDUCATION AND TRAINING (VET)  
BANGLADESH OPEN UNIVERSITY****LIST OF PARTICIPANTS**

<b>S. No.</b>	<b>Name of the participant</b>	<b>Designation</b>	<b>Address</b>
1	Prof. Sufia Begum	Dean	School of Education, BOU
2	Mr. Amirul Islam	Associate Professor	School of Education, BOU
3	Ms. Arifa Rahman Ruma	Associate Professor	School of Education, BOU
4	Ms. Sakiba Ferdowsi	Associate Professor	School of Education, BOU
5	Mr. Rezwanul Alam	Assistant Professor	School of Education, BOU
6	Mr. Mohammad Rezaul Islam	Assistant Professor	School of Education, BOU
7	Ms. Rubaia Rahman	Lecturer	School of Education, BOU
8	Ms. Jobeda Begum	Assistant Professor	Teacher Training College, Dhaka
9	Ms. Jesmin Naher	Lecturer	Teacher Training College, Dhaka
10	Prof. Dr. Sabina Yeasmin	Dean	Open School, BOU
11	Mr. Zahed Mannan	Associate Professor	Open School, BOU
12	Ms. Ananya Laboni	Associate Professor	Open School, BOU
13	Dr. Most Shirin Sultana	Associate Professor	Open School, BOU
14	Mr. Md. Mizanoor Rahman	Assistant Professor	Open School, BOU
15	Ms. Umasree Dhar	Assistant Professor	Open School, BOU
16	Ms. Ridita Tasmin	Assistant Professor	Open School, BOU
17	Dr. Md. Zakirul Islam	Assistant Professor	Open School, BOU
18	Ms. Shahina Akter	Assistant Professor	Open School, BOU
19	Ms. Kazi Sharmin Pamela	Assistant Professor	Open School, BOU
20	Mr. Md. Dulal Mahmud	Assistant Professor	Open School, BOU
21	Mr. Md. Omar Faruk Bhuiyan	Assistant Professor	Open School, BOU
22	Ms. Shahnaz Beauty	Assistant Professor	Jubilee School and College, North Lane, Dhaka
23	Prof. Dr. Shah Alam Sarker		School of Agriculture and Rural Development, BOU
24	Prof. Dr. Md. Abu Taleb		School of Agriculture and Rural Development, BOU
25	Dr. Md. Touhidul Islam	Associate Professor	School of Agriculture and Rural Development, BOU
26	Dr. Md. Abdul Hamid	Assistant Professor	School of Agriculture and Rural Development, BOU
27	Prof. Dr. Sharker Md. Numan	Dean	School of Science & Technology, BOU
28	Prof. Dr. Farida Easmin Shelly		School of Science & Technology, BOU

<b>29</b>	Dr. Mohammad Habibur Rahman	Lecturer	School of Science & Technology, BOU
<b>30</b>	Dr. Md. Sheikh Arif-Uzzaman	Core Faculty	Public Health Nutrition Dept. Bangladesh Centre for Communication Program, Mirpur, Dhaka
<b>31</b>	Dr. Apu Shaha		Dhaka

**Total =31**

**Male= 15**

**Female=16**