



**SEAMEO RETRAC**  
**ISO 9001:2015**

**SOUTHEAST ASIAN MINISTERS OF EDUCATION ORGANIZATION**  
**REGIONAL TRAINING CENTER IN VIETNAM**

# **DIVISION OF EDUCATION**

# **NEWS IN BRIEF**

**Vol. 13, January 2018**

**In this Issue:**

**Recent Events**

- Training the Trainer Course on Capacity Building in Leadership and Management for the 21<sup>st</sup> Century Educational Administrators
- Training Workshop on ICT Applications in Online Learning Management
- Training Workshop on Project Management in Education
- Trainer-Training Workshop on Soft Skills Teaching - Module 1 and 2

**Upcoming Events**

- Training Workshop on ICT Applications in Gamification for Creative Teaching
- Training Workshop on Human Resource Management in Education
- Trainer-Training Workshop on Soft Skills Teaching – Module 3
- Training Workshop on ICT Applications in Teaching and Academic Management

**Training the Trainer Course on Capacity Building in Leadership and Management for the 21<sup>st</sup> Century Educational Administrators**



SEAMEO RETRAC is committed to improving the leadership capacity of educational managers throughout Southeast Asia and Lao PDR is a priority area for capacity building. SEAMEO RETRAC conducts annual in-country training the trainer courses in Lao PDR to build-up Laotian master trainers' own capacity to train educational leaders.

On 5<sup>th</sup>-8<sup>th</sup> of December, 2017, SEAMEO RETRAC in cooperation with the Institute for Administration Development (IFEAD) of the Lao Ministry of Education and Sports conducted an in-country training the trainer course in Leadership and Management for the 21<sup>st</sup> Century Educational Administrators in Lao PDR's capital city, Vientiane.

SEAMEO RETRAC's educational trainers focused on providing and updating the knowledge, skills, and practices crucial to improving educational trainers' capacities in Innovative Instructional Leadership, Problem Solving, Decision Making, Effective Presentations, and Creative and Critical Thinking. 31 managers and lecturers from IFEAD and various educational institutions across Lao PDR attended the training with the intention of building their own capacity to inspire and prepare national trainers to advance Lao PDR's ever-increasing capacities in educational leadership and management in the 21<sup>st</sup> century.



**DIVISION OF EDUCATION**  
**SEAMEO Regional Training Center**  
35 Le Thanh Ton St., Dist. 1, HCMC

Tel.: (84-28) 3824-5618 / 3824-2174 (Ext: 126)

Email: [doe@vnseameo.org](mailto:doe@vnseameo.org)

Fax: (84-28) 3823-2175



# Recent Events

## Training Workshop on ICT Applications in Online Learning Management

Backed by popular demand, SEAMEO RETRAC held two two-day ICT training workshop to offer all educators a chance to build their skills in ICT Applications in Online Learning Management. The workshop was joined by lecturers and managers from colleges and universities to explore various online management tools, to develop their own skills. The workshop was held from November 30<sup>th</sup> to December 1<sup>st</sup>, 2017. Attendees exchanged their own approaches to learning management and how they utilize these tools in their context classrooms and offices.

## Training Workshop on Project Management in Education



With the aim to assist staff and teaching faculty from universities and colleges to enhance their management capacity, SEAMEO RETRAC conducted a training workshop on Project Management in Education from 13<sup>th</sup>-15<sup>th</sup> of December in Ho Chi Minh City. During the 3-day training workshop, participants familiarized themselves with theories and practices in project development, implementation, budgeting, stakeholder management, monitoring and evaluation. In addition, the workshop provided participants an opportunity to share their own experiences and challenges in project management at their institutions.



# Recent Events

## Trainer Training Workshop on Soft Skills Teaching - Module 1 and Module 2

In order to assist teaching staff, administrators and leaders of Youth Associations and Student Associations of universities and colleges across the country to be updated with the latest information and essential skills for successfully teaching soft skills to students, a series of training workshops on soft skills teaching has been conducted by SEAMEO RETRAC. Module 1, which covered such issues in soft-skills teaching as effective communication, conflict resolution, negotiation, goal-setting and team-building, was conducted at the Center from October 23<sup>rd</sup>-26<sup>th</sup> for 12 participants. Also, SEAMEO RETRAC organized the Module 2 which covered such skills as effective presentation, positive and creative thinking, problem-solving, decision-making from 25<sup>th</sup> to 28<sup>th</sup>, 2017 at the Center. 12 participants from different educational institutions in South of Vietnam took part in the workshop.



# Upcoming Events

## **Training Workshop on ICT Applications in Gamification for Creative Teaching (January 25<sup>th</sup>-26<sup>th</sup>, 2018)**

From 25<sup>th</sup> to 26<sup>th</sup> of January, 2018, SEAMEO RETRAC schedules to organize a training workshop focusing on ICT Applications in Gamification for Creative Teaching for participants from various institutions in Ho Chi Minh City and its neighbor provinces. Participants of the workshop include teaching staff and administrators of universities and colleges who aim to integrate ICT into their teaching and management.

## **Training Workshop on Human Resource Management in Education (January 29<sup>th</sup>-31<sup>st</sup>, 2018)**

From 29<sup>th</sup> to 31<sup>st</sup> of January, 2018, SEAMEO RETRAC will organize a 3-day training workshop in the field of Human Resource Management in Education. This training is designed in particular for those who have interest in developing their skills and knowledge in human resource management in education.

## **Trainer Training Workshop on Soft Skills Teaching – Module 3 (March 19<sup>th</sup>-22<sup>nd</sup>, 2018)**

The train-the-trainer training workshop on Soft Skills Teaching will be conducted from March 19<sup>th</sup> to 22<sup>nd</sup> of January for participants from different universities, colleges and vocational training schools. The workshop will cover such skills as leadership, active learning, stress management, work organization and time management.

## **Training Workshop on ICT Applications in Teaching and Academic Management (March 28<sup>th</sup>-30<sup>th</sup>, 2018)**

SEAMEO RETRAC in collaboration with Japan's Ministry of Education, Culture, Sports, Science and Technology (MEXT) will organize the training workshop on ICT Application in Teaching and Academic Management at its premises from March 28<sup>th</sup> to 30<sup>th</sup>. Participants are managers and lecturers from institutions in Vietnam.

