

Report on the Implementation, Testing and Adoption of LIBERTEC Guidelines at the Pinolivo Center

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Summary: Introduction

The LIBERTEC project, carried out between 2022 and 2024, focused on digitizing the Pinolivo Center's pedagogical documentation. Its goal was to create a standardized digital library to facilitate access to information for both teachers and families. This report analyzes the implementation, testing and adoption of the LIBERTEC Guidelines and their impact on the school. The digital library is divided into two areas: one for teachers and one for families. Both have access to shared pedagogical documentation and to folders with restricted access according to their needs. Documentation for Teachers includes teaching plans, educational resources, evaluation templates, administrative documentation, educational legislation and welcome documents for new teachers. Documentation for Families contains school schedules, study plans, evaluation reports, school guidelines and regulations, extracurricular activities and information on school events. Implementation began with a proposal from the Pinolivo team, evaluating the applications used and their inclusion in the LIBERTEC Guide. This was crucial to ensure the relevance and appropriateness of the selected tools for the educational community. A thorough evaluation of various applications was carried out during local workshops, testing their functionalities and effectiveness. Workshops were organized for teachers and families to familiarize them with the new digital tools and the digital library. The workshops for teachers focused on the use of digital platforms for planning and evaluation, management of educational resources, continuous training in digital competencies, and security and privacy in digital documentation. The workshops for families included access and navigation in the digital library, use of applications for communication with the center, consultation of schedules and study plans, and access to reports and evaluations. The tests were satisfactory, highlighting the ease of use and the improvement in the organization and accessibility of pedagogical documentation. The need for continuous training for the teaching staff was identified, resulting in the planning of training focused on digital tools for the next academic year. The LIBERTEC model has strengthened the school's pedagogical documentation, improving organization, accessibility and administrative efficiency. Previously, the documentation was focused on displaying the children's culture through panels and direct communication, but it lacked the structure necessary for the proper functioning of the school. All this had an impact on the center with the improvement in Organization and Accessibility: Digitization allows easier and faster access to information, significantly reducing the time to search for documents. Also with the Strengthening of Communication: Improved communication between the center and the educational community, increasing participation and collaboration. It also led to an improvement in Administrative Efficiency: It optimizes information management, improving productivity and reducing the use of paper. The importance of continuous training in digital competencies has been highlighted, with regular training sessions. The educational community has received the new structure with enthusiasm, especially valuing the ease of access to information. All in all, the implementation of the LIBERTEC Guidelines at Pinolivo has been a success, with the digitization and efficient organization of pedagogical documentation. Ongoing teacher training and the positive acceptance of the educational community have been key to this success. The project has improved organization, accessibility and efficiency, strengthening the educational process and benefiting the entire school community, laying the groundwork for future digitization initiatives.



1. Introduction

The LIBERTEC project has been a fundamental initiative in the process of digitalization of the pedagogical documentation in the Pinolivo educational center. The purpose of this project has been to create a digital library that organizes the pedagogical content in a standardized way, facilitating access to both teachers and families. This report details the experience in the implementation, testing and adoption of the LIBERTEC Guidelines, with a special focus on the final impact within our school.

2. Structure of the Digital Library

Pinolivo's digital library is divided into two different areas: one for teachers and one for families. Each group has access to folders with shared pedagogical documentation, as well as to other folders with restricted access according to the specific needs of each group.

2.1. Documentation for Teachers

The documentation for teachers includes:

- Teaching plans
- Educational resources
- Evaluation templates
- Internal administrative documentation
- Relevant educational legislation
- Welcome documents for new teachers

2.2. Documentation for Families

The documentation available to families includes:

- School schedules
- Study plans
- Evaluation reports
- School guidelines and regulations
- Extracurricular activities
- Information on school events
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3. Implementation Process

The implementation of the LIBERTEC Guidelines began in our school with a proposal made by the Pinolivo team, identifying the applications used in our school and evaluating their inclusion in the Libertec Guide. This initial step was crucial to ensure that the tools selected were relevant and appropriate for our educational community..

4. Application Assessment

A comprehensive evaluation of various applications suggested by other members of the Libertec project was carried out. These tests were carried out during local workshops, where the functionalities and effectiveness of the proposed tools were tested.

5. Training Workshops

The training of the educational community was an essential pillar in the implementation of the LIBERTEC Guidelines. Several workshops were organized for both teachers and families to familiarize them with the new digital tools and the use of the digital library.

5.1. Workshops for Teachers

The workshops for teachers focused on:

- Use of digital platforms for planning and evaluation
- Management of educational resources in the digital library
- Continuous training in digital competencies
- Security and privacy in digital documentation

5.2. Workshops for Families

For families, workshops included:

- Accessing and navigating the digital library
- Use of applications for communication with the center
- Consultation of schedules and study plans
- Access to reports and evaluations

5.3 Test Results

The tests carried out during the workshops were very satisfactory. Participants highlighted the ease of use of the applications and the significant improvement in the organization and accessibility of pedagogical documentation. In addition, it was identified the importance of a continuous and permanent training for teachers in digital matters, which resulted in the planning of a training in the center for the next course related to the use of digital tools, following the line already established within the TDE project of our center.

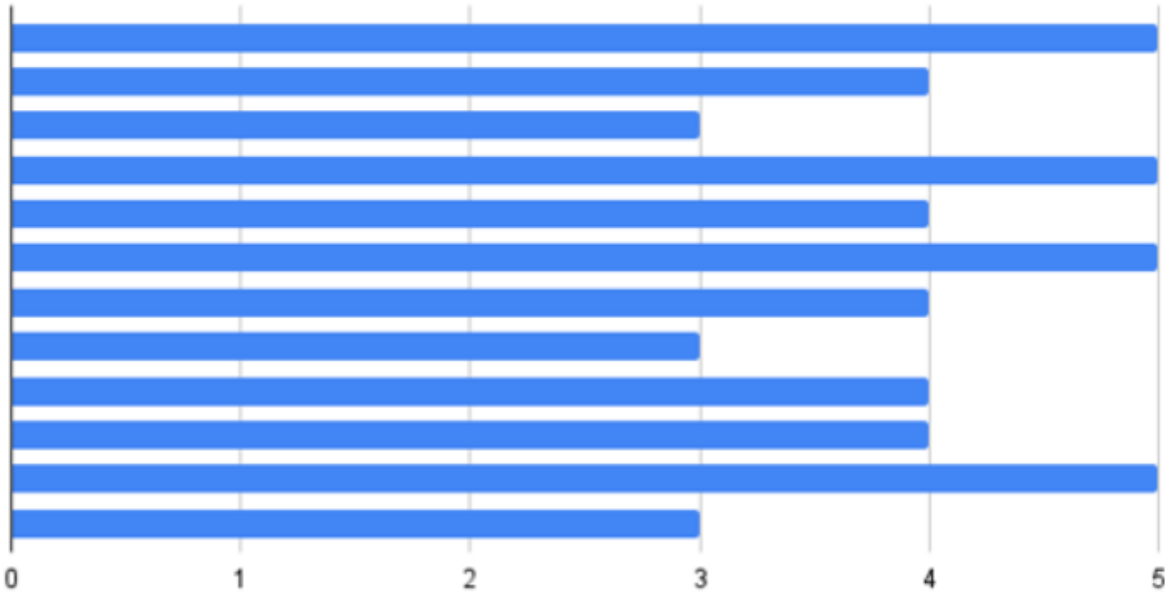


Fig. 1. Acquired/improved my knowledge of possible digital resources (programs) to address my educational work.

6. Adoption of the Libertec Model



The adoption of the model offered by Libertec has significantly strengthened the pedagogical documentation of our school. Before the implementation of this project, documentation at Pinolivo was mainly focused on showing the culture of childhood through panels displayed on the walls of the school, the web and communication with families. Although this practice was well established, there was a lack of structured documentation necessary for the proper functioning and organization of school life.

7. Impact on the Center

The impact of the implementation of the LIBERTEC Guidelines at Pinolivo has been profound and multifaceted. Highlights of this impact are detailed below:

7.1. Improved Organization and Accessibility

The digitization and standardized organization of pedagogical documentation has allowed easier and faster access for both teachers and families. Users can now find the information they need efficiently, which has significantly reduced the time spent searching for documents.

7.2. Strengthening Communication

The adoption of the digital library has improved communication between the school and the educational community. Families and teachers now have direct access to relevant information, such as timetables, curricula and evaluations, which has increased their participation and collaboration in the educational process.

7.3. Administrative Efficiency

The digitization of internal administrative documents has optimized processes within the center. Teachers and administrative staff are able to manage information more efficiently, which has resulted in improved productivity and a reduction in the use of paper.

7.4. Continuing Teacher Education

The need for continuous training in digital competencies has been an aspect highlighted after the project. The design of regular training sessions aims to keep the teaching staff up to date with the latest digital tools and techniques, thus improving their ability to use the digital library effectively.

7.5. Acceptance and Satisfaction of the Educational Community

The educational community, both teachers and families, has welcomed the new structure and organization of the pedagogical documentation with great enthusiasm. The ease of access to information has been particularly appreciated, and the general response has been very positive.

8. Conclusions

The implementation, testing and adoption of the LIBERTEC Guidelines at Pinolivo has been a resounding success. The project has managed to digitize and organize pedagogical documentation in an efficient way, facilitating access and improving communication between the school and families. Ongoing teacher training and positive acceptance by the educational community stand out as key elements in the success of the project.

The final impact of the LIBERTEC Guidelines in Pinolivo is reflected in greater organization, accessibility and efficiency in the management of pedagogical documentation, thus strengthening the educational process and benefiting the entire school community. This project has laid the groundwork for future digitization initiatives and has demonstrated the value of a well-structured digital library in an educational environment.