

# Welcome Apéro 2020

## Academic Development

The Educational Development Unit (Hochschuldidaktik & Lehrentwicklung) at the University of Bern offers faculty and researchers a broad range of stand-alone courses as well as professional development programmes leading to certification (CAS).

**In addition to advising university instructors, we actively research and develop instructional methods for use in higher education.**

### **Solid teaching skills mean better academic job opportunities**

The Educational Development Unit is part of the Centre for University Continuing Education at the University of Bern. We work hard to ensure and enhance the quality of instruction by transferring our know-how to faculty and staff. Excellence in teaching strengthens the university's reputation both nationally and internationally, and the acquisition of professional competencies raises candidates' standing in the academic job market – not to mention the benefits for their students!

### **Course offerings**

Our courses teach faculty and staff how to get the most out of their time with students and how to manage teaching projects more effectively. Topics range from "Basics of Teaching in the University Setting" to "Planning, Conducting, and Evaluating Exams," "Effective Presentations in English," "Fundamentals of Public Speaking," and "Problem-Oriented Learning," along with role-playing sessions to aid in curriculum development and workshops in topics including video production...

Information and registration:  
[www.hd.unibe.ch](http://www.hd.unibe.ch)

### **Certificate of Advanced Studies (CAS) in Higher Education**

The certificate addresses six main subject areas:

- Planning and development of course offerings
- Instructional methods
- Advising students
- Evaluating students
- Quality assurance for instructors and curricula
- Self-management and professionalism in the higher education setting

Those who enrol for 18 full days of instruction and complete the supplementary assignments may receive a CAS worth 15 European Credit Transfer and Accumulation System (ECTS) credit points.

The certificate programme's flexible structure permits part-time study. Registration is on an ongoing basis. Participants design their own programmes with a combination of electives that best match their own needs and interests. Transfer groups facilitate the sharing of practical knowledge, and project groups cooperate on model curricula. The CAS certificate includes documentation of the participant's theory-practice transfer project.

### **Consulting for individuals / teams / groups**

Teaching is not always amenable to standardization. Instruction methods vary according to the learning situation, the topic to be communicated, the audience to be addressed, and the personalities involved. Answers to individual questions can be hard to deliver adequately in a group setting. To meet specific needs, the Educational Development Unit also offers personalized academic development consulting. Our consulting service allows our know-how to take effect where it is needed – whether in the lecture hall or in individual meetings with students.

The Educational Development Unit offers project consultation for working groups developing curricula or optimizing their course offerings.

### **Online services**

To view course offerings in a format optimized for mobile devices:

**[zuw.me/hd](http://zuw.me/hd)**

Teaching tips, updated regularly, can be found on:

**[didaktipps.ch](http://didaktipps.ch)**

A "toolbox" to help instructors unsure how best to evaluate student progress:

**[assessment.unibe.ch](http://assessment.unibe.ch)**