



United Nations  
Educational, Scientific and  
Cultural Organization



European Union



# IMPLEMENTATION GUIDE for HEADS of TRAINING INSTITUTIONS

## FIRST STEP

**1**  
Initialise  
Pix Orga

**3**  
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a first test

**2**  
Present  
Pix

## SECOND STEP

**5**  
Develop  
pedagogical  
scenarios

**4**  
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learners'  
training

## THIRD STEP

**6**  
Check  
learners'  
progress

# 1 Initialise Pix Orga

**Pix Orga** is the dashboard that allows you to monitor the activity of the learners on the Pix platform.

## How to connect to Pix Orga ?

Go to Pix Orga

Log in with the same ID and password as your Pix personal account.

## Do you have any questions regarding the use of your Pix Orga dashboard?

You can consult the guide directly available in the dashboard (“documentation”), in English and French





## Present Pix

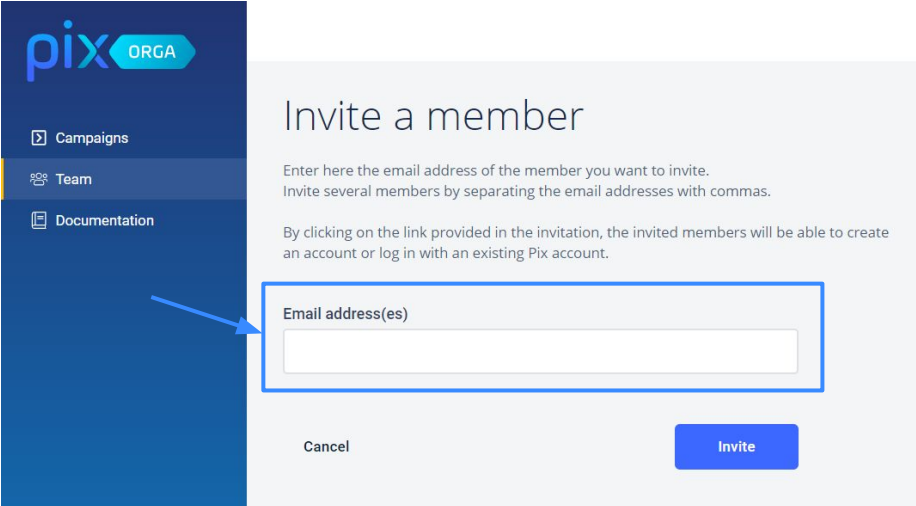
As the responsible for the implementation of Pix within your training institution, you are invited to **present Pix to the teaching teams.**



## 2

# Present Pix

After presenting Pix to the members of the pedagogical team, you will be able to **invite them to join Pix Orga** from the “Team” tab in your Pix Orga dashboard



The screenshot displays the Pix Orga dashboard interface. On the left, a dark blue sidebar contains the 'pix ORGA' logo at the top, followed by three menu items: 'Campaigns', 'Team', and 'Documentation'. The 'Team' item is highlighted with a yellow bar. A blue arrow points from the 'Team' tab to the 'Invite a member' form on the right. The form has a light gray background and contains the following elements:

- Invite a member**: The title of the form.
- Instructions: "Enter here the email address of the member you want to invite. Invite several members by separating the email addresses with commas."
- Additional information: "By clicking on the link provided in the invitation, the invited members will be able to create an account or log in with an existing Pix account."
- Email address(es)**: A text input field with a blue border.
- Cancel**: A text link on the bottom left.
- Invite**: A blue button on the bottom right.



## Launch a first assessment test

**Pix has created a test called “Digital Skills - Initial diagnosis”.**

It will be the first test that you will use to get a first assessment of the learners’ level.

**This test is a multi-skills test for a first experience on Pix.**

It provides an initial assessment on at least 5 skills of the reference framework.

- ✓ **26 TOPICS ASSESSED**
- ✓ **FOR APPROXIMATELY 2 HOURS**
- ✓ **MAXIMUM LEVEL OF DIFFICULTY: 5**

# 3 Launch a first assessment test

## On four areas



### Information and data



### Communication and collaboration



### Content creation



### Protection and security

## And 9 competences

- 1.1 Completing a search and information intelligence
- 1.2 Data management
- 1.3 Data processing
  
- 2.1 Interacting
- 2.2 Sharing and posting
- 2.3 Collaborating
- 2.4 Joining the digital world
  
- 3.1 Developing text documents
- 3.2 Developing multimedia documents
- 3.3 Adapting documents to their purpose
- 3.4 Programming
  
- 4.1 Securing the digital environment
- 4.2 Protecting personal data and privacy
- 4.3 Protecting health, wellbeing and the environment

# 4 Drive learners' training

## The role of each person involved in the implementation of Pix within a training institution



### **Heads of training institutions**

connect to Pix Orga and invite members of the teaching teams



**The teaching team** can connect to Pix Orga and launch assessment tests

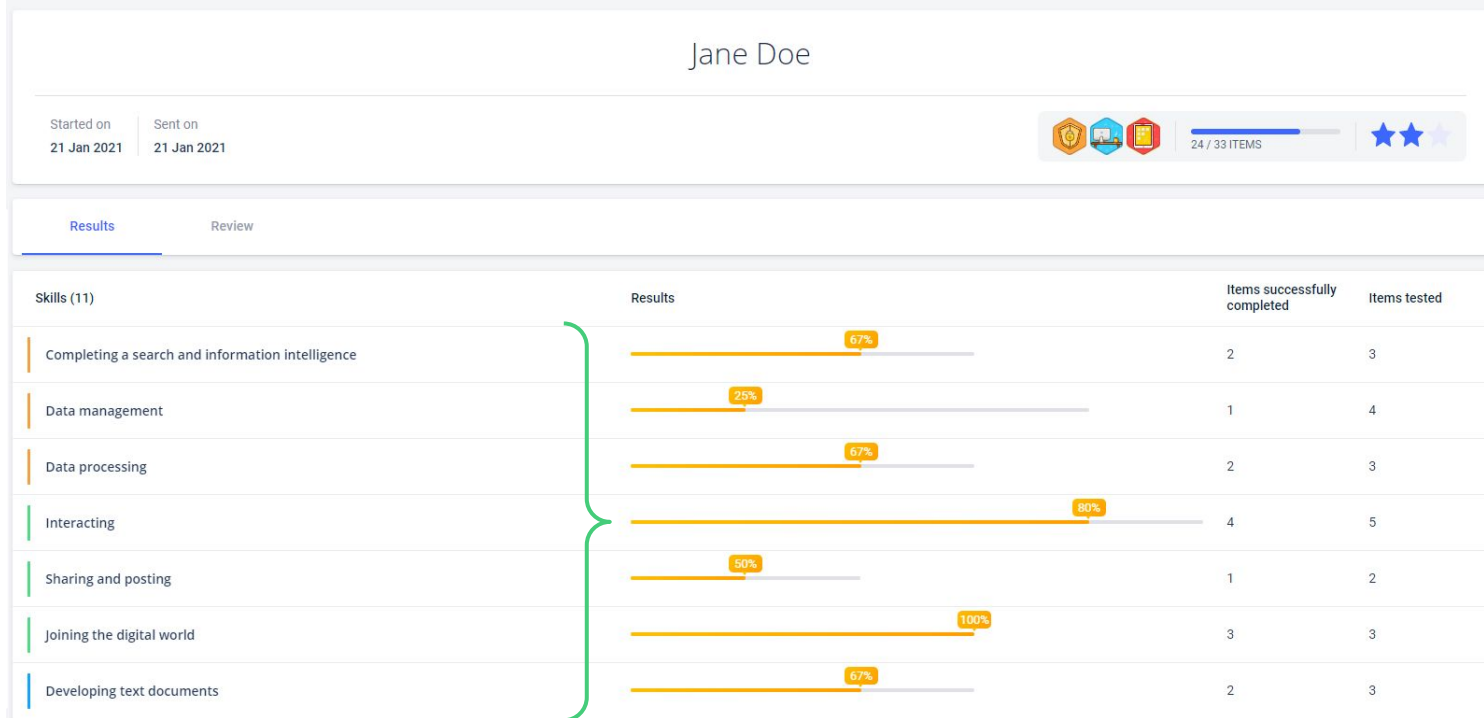


**Learners** train on their personal Pix account and with tests provided by the teaching team



# 4 Drive learners' training

Reading the results from **Pix Orga** helps providing adapted support to the learners.



# 5 Develop pedagogical scenarios

## Why create a pedagogical scenario?

A pedagogical scenario will help to integrate Pix within classroom teachings.

## How to build a pedagogical scenario?

**Introduction:** brief description of the scenario and the learning objectives

**Level:** what is the level assessed through this scenario? *(refer to the proficiency levels in Pix)*

**Objectives:** what are the objectives?

**Digital skills:** what are the skills to be developed? *(based on Pix reference framework)*

# 5 Develop pedagogical scenarios

**Pedagogical context:** pedagogical environment:

- learners prerequisites
- period of use
- estimation of the learner's practice time
- group or individual work

*this section is about the practical implementation of the scenario*

**Resources/tools used:** Is there any specific element that is needed to carry out this scenario? Internet access and other elements?

**Hurdles:** anticipate potential difficulties/problems

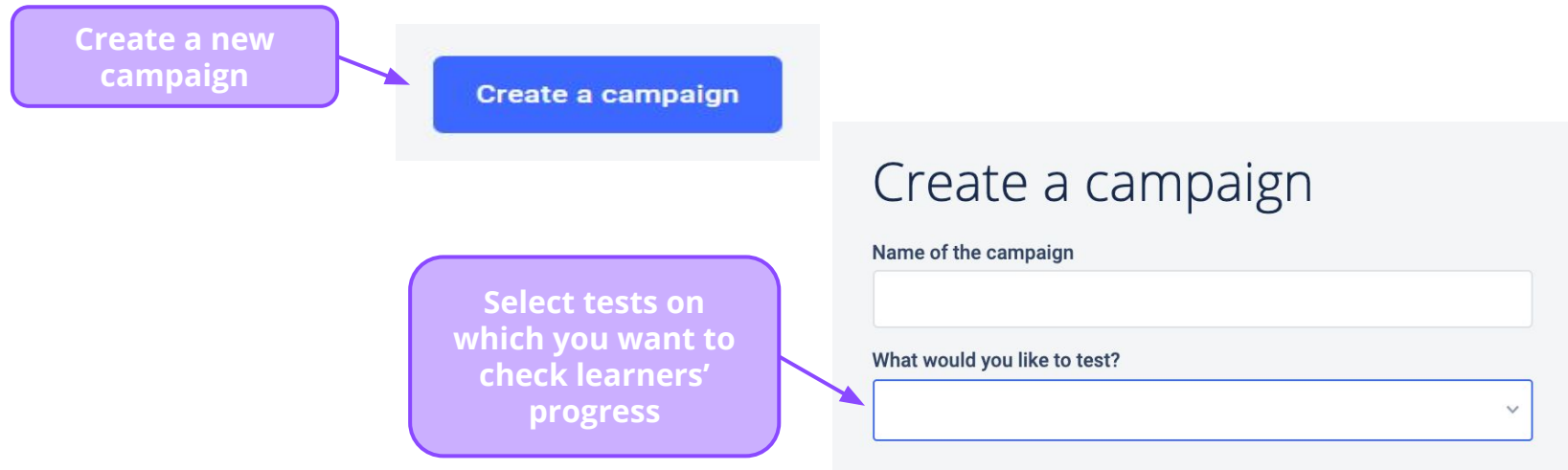
**Ideas to overcome the hurdles:** list the different ideas to be used to overcome the difficulties

# 6

## Check learners' progress

After a dedicated time to help learners improve their skills, **you will be able to check their progress by inviting them to another evaluation test.**

on [Pix Orga](#)



# pix



[www.pix.org](http://www.pix.org)