

Category 1 workshops for Diploma Programme Administration are designed to support school principals, heads and members of senior management teams implement the IB Diploma Programme in a manner that promotes the values encapsulated in the IB mission statement and learner profile. They are appropriate for participants new to IB Diploma Programme Administration at established IB world schools and those from interested or candidate schools preparing for authorization. All workshops are facilitated by trained workshop leaders experienced in IB Diploma Programme Administration.

During the workshop there will be:

- an introduction to the Diploma Programme hexagon to provide a context for the learning experience of the Diploma Programme student which illustrates the holistic approach to education provided by the Diploma Programme.
- opportunities to discuss the challenges faced by IB Diploma Programme Administrators and possible strategies that can lead to the successful implementation of the Diploma Programme in the context of the school in which participants work.
- reference to the IB policies and procedures that all IB Diploma Programme Administrators need to be familiar with e.g. school authorization documentation (as appropriate), IB Diploma Programme handbook of procedures, IB Diploma Programme standards and practices, Academic honesty.

At the end of the workshop it is anticipated that participants will be both sufficiently prepared and enthusiastic in a leadership role that supports the successful implementation of the Diploma Programme.

Category 1 workshops for IB Diploma Programme Coordinators are designed to prepare participants implement the Diploma Programme in a manner that promotes the values encapsulated in the IB mission statement and learner profile. They are appropriate for IB Diploma Programme Coordinators new to the role at established IB world schools and those from interested or candidate schools preparing for authorization. All workshops are facilitated by trained workshop leaders experienced in IB Diploma Programme coordination.

During the workshop there will be:

- an introduction to the Diploma Programme hexagon to provide a context for the learning experience of the Diploma Programme student which illustrates the holistic approach to education provided by the Diploma Programme.
- discussion about the role and responsibilities of the IB Diploma Programme Coordinator and possible strategies that can lead to the successful implementation of the Diploma Programme in the context of the school in which participants work.
- reference to the IB policies and procedures that all IB Diploma Programme Coordinators need to be familiar with e.g. school authorization documentation (as appropriate), IB Diploma Programme handbook of procedures, IB Diploma Programme standards and practices, Academic honesty.
- an opportunity to become familiar with the online systems such as IBIS and OCC that are vital to the role of the IB Diploma Programme coordinator.

At the end of the workshop it is anticipated that participants will be both sufficiently prepared and enthusiastic in a leadership role that supports the successful implementation of the Diploma Programme.

Category 1 workshops for subject teachers are designed to prepare participants teach a specific Diploma Programme subject in a manner that promotes the values encapsulated in the IB mission statement and learner profile. They are appropriate for teachers new to the IB Diploma Programme at established IB world schools and teachers from interested or candidate schools preparing for authorization. All workshops are facilitated by trained workshop leaders experienced in IB Diploma Programme teaching.

During the workshop there will be:

- an introduction to the Diploma Programme hexagon to provide a context for the learning experience of the Diploma Programme student which illustrates the holistic approach to education provided by the Diploma Programme.
- a particular focus on the subject specific guide which will give participants a clear understanding of their role and responsibilities as an IB Diploma Programme subject teacher e.g. the aims and objectives of the subject and links with the IB mission statement, course content and assessment model.
- an introduction to the internal and external assessment requirements and an opportunity to mark sample student work using the appropriate criteria.
- guidance on developing appropriate assessment tasks and structuring a course that integrates authentic assessment, provides students with the opportunity to develop skills at an appropriate pace and meets the demands of the internal and external assessment criteria.
- an opportunity to explore appropriate teaching and learning strategies that support the aims and objectives of the course, including the consideration of appropriate texts and materials.
- an introduction to the purpose of the Extended essay (EE) and role of the supervisor.
- consideration of the Core and how students' experiences in Theory of Knowledge (ToK) and Creativity, Action, Service (CAS) can enhance teaching and learning across the Diploma Programme hexagon, so emphasizing the importance of collaboration with other IB Diploma Programme teachers.
- reference to IB Diploma Programme policies and procedures that the IB Diploma Programme subject teacher needs to be familiar with e.g. School authorization documentation (as appropriate), IB Diploma Programme handbook of procedures, IB Diploma Programme standards and practices, Academic honesty.
- an introduction to the Online Curriculum Centre (OCC) as a means of accessing IB publications and networking with other IB educators.

At the end of the workshop it is anticipated that participants will be both sufficiently prepared and enthusiastic to begin teaching the IB Diploma Programme subject in which they have been trained.

Category 1 workshops for teachers of Theory of knowledge (ToK) are designed to prepare participants to teach ToK in a manner that promotes the values encapsulated in the IB mission statement and learner profile. They are appropriate for teachers new to the IB Diploma Programme at established IB world schools and teachers from interested or candidate schools preparing for authorization. All workshops are facilitated by trained workshop leaders experienced in IB Diploma Programme teaching.

During the workshop there will be:

- an introduction to the Diploma Programme hexagon to provide a context for the learning experience of the Diploma Programme student which illustrates the holistic approach to education provided by the Diploma Programme.
- a particular focus on the ToK guide which will give participants a clear understanding of their role and responsibilities as an IB Diploma Programme ToK teacher e.g. the aims and objectives of the course, links with the IB mission statement, course content and assessment model.
- an opportunity to explore appropriate teaching and learning strategies that support the aims and objectives of the course, including the consideration of appropriate texts and materials.
- discussion about the importance of integrating ToK across all subjects in the IB Diploma Programme hexagon and encouraging students make cross discipline links.
- specific consideration of the dynamic nature that exists between Creativity, Action, Service (CAS) and Theory of knowledge (ToK) when emphasizing the importance of reflection and developing self-awareness.
- reference to IB Diploma Programme policies and procedures that the IB Diploma Programme ToK teacher needs to be familiar with e.g. School authorization documentation (as appropriate), IB Diploma Programme handbook of procedures, IB Diploma Programme standards and practices, Academic honesty.
- an introduction to the Online Curriculum Centre (OCC) as a means of accessing IB publications and networking with other IB educators.

At the end of the workshop it is anticipated that participants will be both sufficiently prepared and enthusiastic to begin teaching the ToK course.

Category 1 workshops for Librarians are designed to prepare participants develop a library/media centre that promotes the values encapsulated in the IB mission statement and learner profile. They are appropriate for librarians new to the IB Diploma Programme at established IB world schools and those from interested or candidate schools preparing for authorization. All workshops are facilitated by trained workshop leaders experienced in supporting the IB Diploma Programme.

During the workshop there will be:

- an introduction to the IB Diploma Programme hexagon to provide a context for the learning experience of the IB Diploma Programme student which illustrates the holistic approach to education provided by the IB Diploma Programme.
- discussion about how the librarian can impact teaching and learning.
- opportunities to discuss the challenges faced by librarians and possible strategies that can lead to the successful implementation of the IB Diploma Programme in the context of the school in which participants work.
- reference to IB Diploma Programme policies and procedures that the IB Diploma Programme librarian needs to be familiar with e.g. School authorization documentation (as appropriate), IB Diploma Programme handbook of procedures, IB Diploma Programme standards and practices, Academic honesty.
- an introduction to the Online Curriculum Centre (OCC) as a means of accessing IB publications and networking with other IB educators.

At the end of the workshop it is anticipated that participants will be both sufficiently prepared and enthusiastic to develop a library/media centre which can meet the needs of the IB Diploma Programme learning community.

Category 1 workshops for Counselors and Career guidance officers are designed to support participants implement the IB Diploma Programme in a manner that promotes the values encapsulated in the IB mission statement and learner profile. They are appropriate for both participants new to the IB Diploma Programme at established IB world schools and those from interested or candidate schools preparing for authorization. All workshops are facilitated by trained workshop leaders experienced in IB Diploma Programme teaching.

During the workshop there will be:

- an introduction to the IB Diploma Programme hexagon to provide a context for the learning experience of the IB Diploma Programme student which illustrates the holistic approach to education provided by the IB Diploma Programme.
- discussion about university recognition and the IB Diploma Programme.
- opportunities to discuss the challenges faced by Counselors and Career guidance officers and possible strategies that can lead to the successful implementation of the IB Diploma Programme in the context of the school in which participants work.
- reference to IB Diploma Programme policies and procedures that the IB Diploma Programme Counselor and Career guidance officer need to be familiar with e.g. School authorization documentation (as appropriate), IB Diploma Programme handbook of procedures, IB Diploma Programme standards and practices, Academic honesty.
- an introduction to the Online Curriculum Centre (OCC) as a means of accessing IB publications and networking with other IB educators.

At the end of the workshop it is anticipated that participants will be both sufficiently prepared and enthusiastic about how their role can support the successful implementation of the IB Diploma Programme in their school.

Category 1 workshops for coordinators of Creativity, Action, Service (CAS) are designed to support CAS coordinators develop a quality CAS programme that promotes the values encapsulated in the IB mission statement and learner profile. They are appropriate for both coordinators new to the IB Diploma Programme at established IB world schools and those from interested or candidate schools preparing for authorization. All workshops are facilitated by trained workshop leaders experienced in IB Diploma Programme teaching.

During the workshop there will be:

- an introduction to the IB Diploma Programme hexagon to provide a context for the learning experience of the Diploma student which serves to illustrate the holistic approach to education provided by the IB Diploma Programme.
- an opportunity to explore the experiential learning framework to gain a clear understanding of how this both relates to CAS and how CAS can support teaching and learning across the IB Diploma Programme hexagon.
- specific consideration of the dynamic nature that exists between CAS and Theory of knowledge (ToK) when emphasizing the importance of reflection and developing self-awareness.
- advice about the types of conditions and activities that are suitable when developing a meaningful CAS Programme which promotes the idea of 'thinking globally, acting locally'.
- opportunities to discuss what CAS means for the wider school community
- a consideration of the roles played by the CAS coordinator and supervisor to develop an understanding of how they differ.
- an investigation into what CAS means for the students in terms of personal successes and challenges.
- emphasis on the importance of students 'owning' their personal CAS programme and self-evaluation as a responsibility of the student.
- practical advice on appropriate strategies to ensure the smooth running of the CAS programme with specific reference to scheduling CAS, the use of student interviews, monitoring/advising, supervision.
- reference to IB Diploma Programme policies and procedures that the CAS coordinator needs to be familiar with e.g. School authorization documentation (as

appropriate), IB Diploma Programme handbook of procedures, IB Diploma Programme standards and practices, Academic honesty.

- an introduction to the Online Curriculum Centre (OCC) as a means of accessing IB publications and networking with other IB educators.

At the end of the workshop it is anticipated that participants will be both sufficiently prepared and enthusiastic to both develop and coordinate a meaningful CAS programme appropriate to the context of the school in which they work.

Category 2 workshops for Diploma Programme Administration are designed for school principals, heads and members of senior management teams with at least two years' experience in the role. All workshops are facilitated by trained workshop leaders experienced in IB Diploma Programme Administration.

During the workshop there will be:

- discussion and analysis of IB Diploma Programme standards and practices in relation to the role of the participant.
- opportunity to reflect on the impact of the IB Diploma Programme within the school and wider community.
- discussion about the challenges faced by IB Diploma Programme Administrators.
- opportunity to explore strategies to improve both provision of and access to the IB Diploma Programme, suitable for the context of the school in which participants work.
- information about changes to the IB Diploma Programme.
- advice about preparing for IB Diploma Programme evaluation.
- strategies for supporting professional development of IB educators.
- reference to IB Diploma Programme policies and procedures that the IB Diploma Programme Administrator needs to be familiar with.

At the end of the workshop participants will have enhanced their understanding of the IB philosophy to further support successful administration of the IB Diploma Programme.

Category 2 workshops for IB Diploma Programme Coordinators are designed for coordinators with at least two years' experience in the role. All workshops are facilitated by trained workshop leaders experienced in IB Diploma Programme coordination.

During the workshop there will be:

- discussion and analysis of IB Diploma Programme standards and practices in relation to the role of the participant.
- discussion about the challenges faced by IB Diploma Programme Coordinators.
- opportunity to explore strategies to improve both provision of and access to the IB Diploma Programme suitable for the context of the school in which participants work.
- opportunity for participants to enhance their understanding of assessment to ensure that teaching and learning activities promote student achievement.
- opportunity to reflect on teaching and learning methodologies across the IB Diploma Programme hexagon.
- information about changes to the IB Diploma Programme.
- advice about preparing for IB Diploma Programme evaluation.
- strategies for supporting professional development of IB educators.
- reference to IB Diploma Programme policies and procedures that the IB Diploma Programme Coordinator needs to be familiar with.

At the end of the workshop participants will have enhanced their understanding of the IB philosophy to further support successful coordination of the IB Diploma Programme.

Category 2 workshops for subject teachers are designed for participants with at least two years' experience teaching the subject as part of the IB Diploma Programme. All workshops are facilitated by trained workshop leaders experienced in IB Diploma Programme teaching.

During the workshop there will be:

- discussion and analysis of IB Diploma Programme standards and practices in relation to the role of the participant.
- opportunity to explore and share appropriate strategies to improve student access to the IB Diploma Programme e.g. differentiating the curriculum, multilingual classrooms.
- opportunity for participants to enhance their understanding of assessment to ensure that teaching and learning activities promote student achievement and address subject specific assessment criteria, both internal and external.
- opportunity to consider authentic ways in which the IB philosophy, Theory of knowledge (ToK), Creativity, Action, Service (CAS) are manifested in the IB Diploma Programme classroom.
- review of the role of the Extended essay supervisor and subject specific assessment criteria.
- reference to IB Diploma Programme policies and procedures that the IB Diploma Programme subject teacher needs to be familiar with.
- consideration of other opportunities available for experienced IB educators e.g. becoming an IB examiner or workshop leader.
- information about changes to the IB Diploma Programme.

At the end of the workshop participants will have enhanced their understanding of the IB philosophy to further support successful teaching and learning in the IB Diploma Programme.

Category 2 workshops for teachers of Theory of knowledge (ToK) are designed for participants with at least two years' experience teaching the ToK as part of the IB Diploma Programme.. All workshops are facilitated by trained workshop leaders experienced in IB Diploma Programme teaching.

During the workshop there will be:

- discussion and analysis of IB Diploma Programme standards and practices in relation to the role of the participant.
- opportunity to explore and share appropriate strategies to improve student access to the IB Diploma Programme e.g. differentiating the curriculum, multilingual classrooms.
- opportunity for participants to enhance their understanding of assessment in ToK to ensure that teaching and learning activities promote student achievement and address ToK assessment criteria.
- suggestions for ways to improve the integration of ToK across all subjects in the IB Diploma Programme hexagon and encourage students to make cross discipline links.
- opportunities for emphasizing the dynamic nature that exists between Creativity, action, service (CAS) and Theory of knowledge (ToK) when emphasizing the importance of reflection and developing self-awareness.
- reference to IB Diploma Programme policies and procedures that the IB Diploma Programme ToK teacher needs to be familiar with.
- consideration of other opportunities available for experienced IB educators e.g. becoming an IB examiner or workshop leader.
- information about changes to the IB Diploma Programme.

At the end of the workshop participants will have enhanced their understanding of the IB philosophy to further support successful teaching and learning in the IB Diploma Programme.

Category 2 workshops for Librarians are designed for librarians with at least two years' experience in the role within an IB Diploma Programme context. All workshops are facilitated by trained workshop leaders experienced in supporting the IB Diploma Programme.

During the workshop there will be:

- discussion and analysis of IB Diploma Programme standards and practices in relation to the role of the participant.
- discussion about the challenges faced by librarians when supporting the IB Diploma Programme.
- opportunity for participants to enhance their understanding of assessment to enable collaboration between librarian and teacher to support student achievement in the IB Diploma Programme.
- suggestions for maintaining a library that supports the IB Diploma Programme.
- reference to IB Diploma Programme policies and procedures that the IB Diploma Programme librarian needs to be familiar with.
- consideration of other opportunities available for experienced IB educators e.g. becoming a workshop leader.
- information about changes to the IB Diploma Programme.

At the end of the workshop participants will have enhanced their understanding of the IB philosophy to further support successful teaching and learning in the IB Diploma Programme.

Category 2 workshops for Counselors and Career guidance officers are designed for participants with at least two years' experience in the role within an IB Diploma Programme context. All workshops are facilitated by trained workshop leaders experienced in IB Diploma Programme teaching.

During the workshop there will be:

- discussion and analysis of IB Diploma Programme standards and practices in relation to the role of the participant.
- discussion about the challenges faced by Counselors and Career guidance officers.
- opportunity to explore possible strategies to improve both provision of and access to the IB Diploma Programme, suitable for the context of the school in which participants work.
- discussion about university recognition and the IB Diploma Programme.
- opportunity to reflect on the relationship between participants and other members of the school community.
- reference to IB Diploma Programme policies and procedures that the IB Diploma Programme Counselor and Career guidance officer needs to be familiar with.
- consideration of other opportunities available for experienced IB educators e.g. becoming a workshop leader.
- information about changes to the IB Diploma Programme.

At the end of the workshop participants will have enhanced their understanding of the IB philosophy to further support IB Diploma Programme students.

Category 2 workshops for coordinators of Creativity, Action, Service (CAS) are designed for participants with at least two years' experience in the role of CAS coordinator. All workshops are facilitated by trained workshop leaders experienced in IB Diploma Programme teaching.

During the workshop there will be:

- discussion and analysis of IB Diploma Programme standards and practices in relation to the role of the participant.
- opportunities to explore and share strategies to enhance current CAS programmes.
- suggestions for ways to improve the interaction between CAS and subjects across the IB Diploma Programme hexagon.
- opportunities for emphasizing the dynamic nature that exists between CAS and Theory of knowledge (ToK) when emphasizing the importance of reflection and developing self-awareness.
- opportunity to review the impact of CAS on the wider school community.
- reference to IB Diploma Programme policies and procedures that the CAS coordinator needs to be familiar with.
- consideration of other opportunities available for experienced IB educators e.g. becoming a workshop leader.
- information about changes to the IB Diploma Programme.

At the end of the workshop participants will have enhanced their understanding of the IB philosophy to further support successful CAS coordination as part of the IB Diploma Programme.