

EASE.me E-Learning System Regulations

EASE.me is an e-learning platform designed to support STEAM educators in providing high-quality courses, seminars, and other training opportunities. This platform is part of the EuropeAn network of STEAM Educators and its Action Plan, which aims to promote the development of STEAM Education competencies among STEAM educators. The following regulations have been established to ensure that all trainers on our platform deliver exceptional educational experiences and maintain the platform's standards. By following these regulations, trainers can help create a positive learning environment that benefits everyone involved. We encourage all trainers to carefully read and comply with these regulations, as they are an essential tool in our commitment to providing a top-notch e-learning experience and achieving our final goal of advancing STEAM Education competencies.

1. Introduction

EASE.me, as an e-learning platform designed for STEAM educators to offer courses, seminars, and other forms of training, provides a user-friendly environment that allows trainers to create and deliver engaging and effective learning experiences. Through EASE.me, trainers have access to a wide range of tools and resources that can help them design and implement high-quality STEAM Education courses. Additionally, the platform enables trainers to connect with learners from all around the world, fostering a diverse and collaborative learning community. To become a trainer on the platform, educators must be certified through the STEAM Education E-Trainer Certification Programme offered by EASE. Trainers can set their own course fees, and EASE members are eligible for a 20% discount on all courses. All courses take place on the platform available at learn.ease-educators.com. EASE manages both the course registration and the learning platform management.

2. STEAM Education scope

All training activities offered by trainers on EASE.me must fall within the scope of STEAM Education. This means that courses, seminars, and other forms of training must meet the following criteria:

1. The training activity must integrate at least two of the following areas: Science, Technology, Engineering, Arts, and Mathematics.
2. The training activity must incorporate hands-on, project-based learning.
3. The training activity must promote critical thinking, creativity, problem-solving, and innovation.
4. The training activity must be designed to encourage collaboration, communication, and teamwork.
5. The training activity must be suitable for learners of all ages and levels of education, from primary to higher education.
6. The training activity must align with the latest trends and practices in STEAM Education.

7. The training activity must promote diversity, equity, and inclusion in STEAM Education.
8. The training activity must provide opportunities for learners to develop skills and competencies in STEAM fields.
9. The training activity must be engaging, interactive, and challenging.
10. The training activity must demonstrate clear learning outcomes and evaluation procedures.

Trainers must ensure that their training activities meet these criteria before submitting a course proposal on EASE.me. EASE reserves the right to reject any training activity that does not comply with the STEAM Education scope.

3. Trainer Certification

To become a trainer on EASE, educators must have a background in an organization, and complete the STEAM Education E-Trainer Certification Programme. This programme provides educators with the necessary skills and knowledge to design and deliver effective STEAM courses. Upon completion of the programme, trainers will receive a certificate of completion from EASE.

4. Course Focus

Courses offered on the EASE platform must focus on the field of STEAM education. All courses must align with the principles of STEAM education and have a clear educational focus.

5. Course Fees

Trainers on EASE can set their own course fees or deliver it for free. EASE members are eligible for a 20% discount on all courses offered on the platform. The course fees set by trainers must be reasonable and reflect the quality of the course content and delivery.

6. Course Selection

Trainers on EASE must submit a course proposal form at <https://ease-educators.com/> to be considered for inclusion on the platform. All course proposals will be reviewed by EASE to ensure they meet the established criteria. The criteria include relevance to STEAM education, quality of content, and feasibility of delivery. EASE reserves the right to reject any course proposal that does not meet the criteria.

For an evaluation and subsequent acceptance of the training actions, the trainers must present all their planning, as well as the work and study materials (text, image and video resources, as well as external e-learning tools) the criteria for selection of training actions will be as follows:

1. **Relevance:** The course must be relevant to STEAM education and address a specific area of knowledge or skill in the field.
2. **Content quality:** The course must demonstrate a high level of expertise and provide valuable content that is accurate, up-to-date, and engaging for learners.
3. **Learning objectives:** The course must have clear and measurable learning objectives that align with STEAM Education competencies.

4. **Pedagogical approach:** The course must have a pedagogical approach that is appropriate for the target audience, learning goals, and content.
5. **Assessment:** The course must have assessment tools and methods that effectively measure learner performance and progress.
6. **Delivery:** The course must be feasible and effective to deliver in an online format and align with the available resources.
7. **Interactivity:** The course must have interactive elements that engage learners and promote active learning.
8. **Accessibility:** The course must be accessible to all learners, regardless of their background, experience, or abilities.
9. **Innovation:** The course should incorporate innovative techniques or technologies that enhance the learning experience and promote STEAM Education competencies.
10. **Trainer qualifications:** The trainer must have the appropriate qualifications and expertise to deliver the course content effectively and engage learners in the learning process.

7. Course Delivery

Trainers on EASE are responsible for delivering the courses they offer on the platform. All courses must adhere to the agreed-upon schedule and format, as indicated in the course proposal form. Trainers can choose to deliver courses synchronously or asynchronously.

8. Course Materials

Trainers on EASE are responsible for providing all course materials required for their courses. These materials must be made available to course participants in a timely and accessible manner. Course materials must also be accurate, relevant, and up-to-date.

9. Course Cancellation

Trainers on EASE may cancel their courses at any time. However, trainers must notify EASE and all registered participants of the cancellation as soon as possible. If a course is cancelled by the trainer, registered participants will be eligible for a refund of any course fees paid.

10. Invoicing

Trainers are required to produce invoices for trainees' inscriptions, which should be backed by an organization. If trainers are unable to find an organization to back their invoices, EASE can provide partnership with EASE organizations, and trainers must propose a payment percentage to the organization.

11. Code of Conduct

All trainers on EASE are expected to adhere to a code of conduct that promotes professionalism, respect, and inclusivity. Trainers must not engage in any behavior that is discriminatory, offensive, or unethical. EASE reserves the right to suspend or terminate the account of any trainer who violates the code of conduct.

12. Liability

EASE is not liable for any loss or damage resulting from the actions of trainers on the platform. Trainers on EASE are responsible for their own actions and for ensuring that their courses are accurate, relevant, and up-to-date.

13. Amendments

EASE reserves the right to amend these regulations at any time. Trainers will be notified of any changes to the regulations via email. Trainers are responsible for ensuring they are familiar with the latest version of the regulations at all times. Failure to comply with any amendments to the regulations may result in the suspension or termination of the trainer's account.

14. Evaluation procedures

EASE will actively promote approved training actions within its community, and the training courses that provide certification must have evaluation procedures and tools on the platform. Trainers are encouraged to provide feedback and suggestions to EASE to improve the platform and its services continually. EASE reserves the right to modify these regulations at any time without prior notice, and trainers are responsible for reviewing the latest version of the regulations regularly. Failure to comply with any amendments to the regulations may result in the suspension or termination of the trainer's account.

EASE is committed to providing a high-quality e-learning platform for STEAM educators. By adhering to these regulations, trainers can contribute to the growth and success of the platform, and help ensure that all participants receive a valuable and rewarding learning experience.