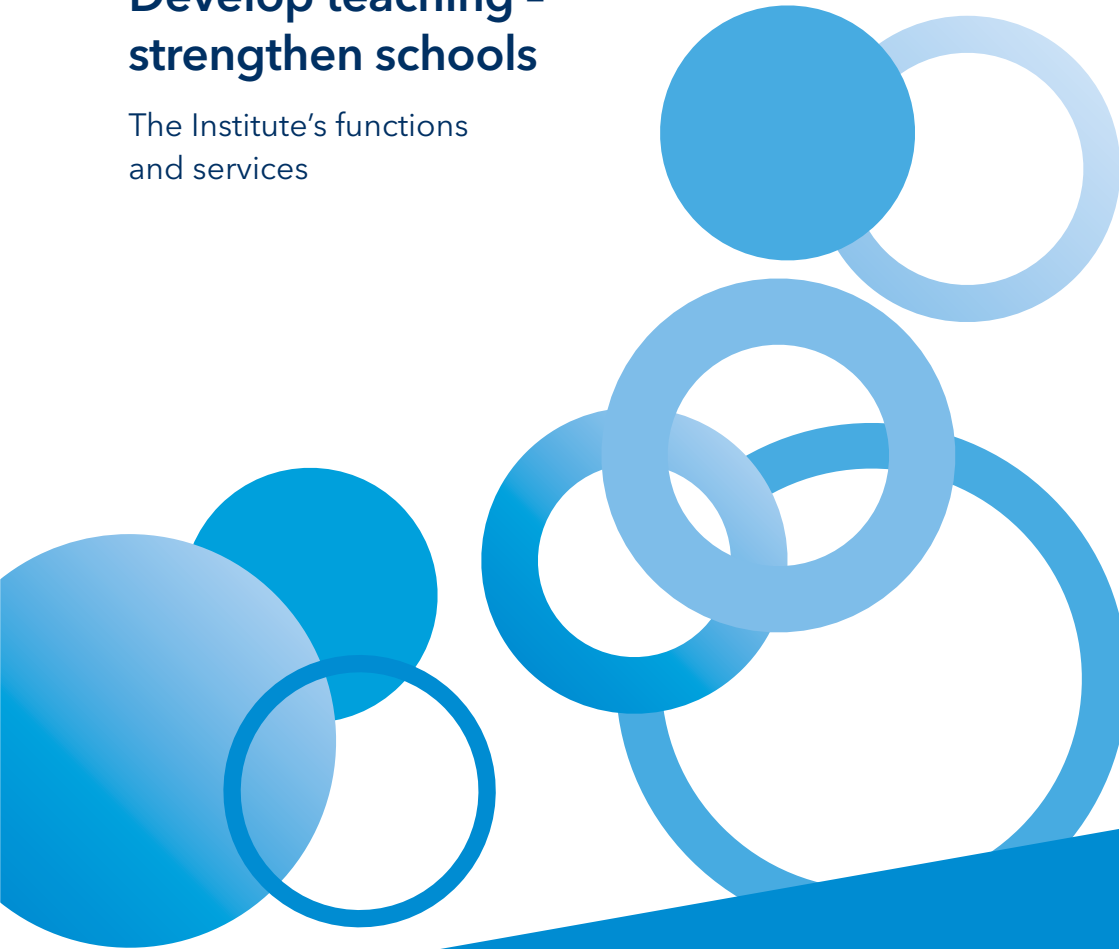


# Develop teaching - strengthen schools

The Institute's functions  
and services





Our paramount interest is to provide teachers in Schleswig-Holstein with qualified vocational education and training, continuing as well as further education and training, and to provide qualified counselling for schools.

This is how we strive to support teachers and schools in their daily task of encouraging and challenging pupils in the best possible way.

Schools in Schleswig-Holstein are shaped by committed teachers and school communities. Good schools grow with the challenges and continue to develop their teaching.

We strive to reinforce impulses for good teaching and good schools and offer a wide range of professional and pedagogical qualification as well as consultancy services to this end – above all, this includes teacher education and (further) training, school development and the provision of counselling services to schools in using digital media in teaching.

Learning from and with each other in a climate of appreciation is fundamental to this. Therefore, the cooperation with teaching staff and school directors, with the Ministry of Education and school supervisory authorities, with parents' and pupils' representatives, with science, business and institutions forms the basis of our work.

We cordially invite you to take advantage of our services.

Dr. Gesa Ramm  
Director

## Initial Teacher training and qualification

Every year 1,000 teachers are trained for five different teaching careers in Schleswig-Holstein. They start teaching in schools after their studies.

The training during the preparatory service lasts for 18 months and is organized by IQSH's Directors of Studies as well as the schools' teacher trainers. It is based on compulsory training standards and is completed with the state examination.

The objectives of the preparatory service are to promote

- Teaching skills (didactics, diagnostics, individual support, continuous language training, media competence);
- Educational and counselling competence (dealing with learning and behavioural difficulties, prevention, intercultural education, media education);
- The ability to actively participate in the further development of teaching and school work;
- The ability to systematically evaluate, reflect and further develop one's own work.

The IQSH supports schools in their teacher training by offering

- Qualification services for training teachers regarding pedagogical and didactic issues;
- Services for school directors on questions related to training regulations and their implementation as well as on issues concerning the state examination.

A systematic approach in evaluating the effectiveness of the various training modules stipulated by the training regulations is a prerequisite for quality assurance and further development. This is why the IQSH regularly evaluates the practical training period and constantly exchanges views with teachers in their preparatory service.

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## Further education and training

The IQSH is responsible for the continuing education and training of the approximately 28,000 teachers of all school types in Schleswig-Holstein.

Its aim is to strengthen and develop the professional knowledge of all teaching staff. The courses on offer take into account current priorities in educational policy and societal developments such as inclusion and digitisation.

Therefore, focal points are:

- Quality development and assurance in the schools and in teaching in view of an inclusive school;
- Reinforcement of the pedagogical work;
- Learning with the help of digital media in specialist classes.

The IQSH's further education and training services aim to generate sustainable professionalization effects.

For this reason, special emphasis is placed on longer-term continued training courses such as certificate courses. All offers are evaluated regularly and optimised on the basis of these evaluation results.

Among others, the services provided include:

- Further training measures in subjects, specialist fields and subject areas for which no suitably trained teachers are available;

- State-wide projects, such as e. g. "Leave no one behind / Reading makes you strong / Maths makes you strong", SINUS-SH, Education for Sustainable Development, Didactic Training, Barrier-free Schools;
- Qualification of managers and future managers;
- State-wide symposia and congresses (also regionally), carried out in cooperation with universities and other partners;
- Further education and training for teachers regarding lesson development for their subjects and concerning general pedagogical topics such as violence, mobbing, healthy schools, and gifted and talented education;
- Support services for the work of parents' associations.

The further education and training catalogue, published annually, presents the focal points of further education and the respective school year's current projects.

The entire range of further education and training courses is available through the Formix online booking system ([formix.info](http://formix.info)).

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## School development and education monitoring

The IQSH offers counselling services in terms of **school development** for the approximately 800 schools in Schleswig-Holstein. The counselling services comprise assistance in establishing annual work plans and school programmes, as well as assistance with the internal evaluation of central work areas.

**Schulfeedback.SH** is a dialogue-oriented and voluntary evaluation permitting schools to take an external perspective in order to come to a well-founded assessment regarding the quality of their work. Schools may choose their own focus of observation here.

In cooperation with the Ministry of Education, the **curricula** are continuously developed further into **subject-specific requirements**. These form the basis of the work in the subjects.

The achievement of the goals and standards is monitored at state-level through **school performance studies** and evaluation studies. Comparative work, test materials, a portal for online tests and the survey platform LeOniE.SH are available for the internal evaluation of the schools.

Among others, the services provided include:

- Counselling and professional support in the formulation, implementation and evaluation of the school programme;
- Assistance and moderation of internal school projects and development schemes;
- Schulfeedback.SH;
- Comparative studies, comparative works, central school leaving degrees for "Sek I" ("Sekundarstufe I", classes 5 to 10), large-scale assessments.

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## Digitisation and IT services

The IQSH advises schools on the use of digital media in the classroom and in their conceptual media work, as well as school boards in their media development planning at municipal level. Schools are assisted in the digitisation of their teaching and administration through the development and operation of technical solutions as well as through a comprehensive range of further education and training courses. Digital support systems and the necessary infrastructure are provided for the organisation and implementation of the IQSH's (continuing) vocational education and training tasks.

Among others, the services provided include

- The media centre with over 30,000 digital educational media (<https://sh.edupool.de>);
- Technical solutions and further training on "teaching and learning online";
- Media workshops for testing digital teaching models;
- Counselling and further training of schools in the application of media in both theoretical and pedagogical terms as well as in the use of IT in schools and lessons;
- Counselling school maintaining bodies and schools on implementing the DigitalPakt (Digital Pact);
- Development and operation of Internet-based information and administration systems (among others, Formix, PerLIV, LeOniE.SH, school database);

- Technical support and editorial assistance for the IQSH website (among others [iqsh.de](http://iqsh.de), [za.schleswig-holstein.de](http://za.schleswig-holstein.de), [fachportal.lernnetz.de](http://fachportal.lernnetz.de), [medienberatung.iqsh.de](http://medienberatung.iqsh.de));
- Assistance with school home pages;
- Operation of the state-wide solution Schul-CommSy as an online platform for school organisation and lesson teaching;
- Counselling of schools and school maintaining bodies on the implementation of school administration solutions in the state education network in compliance with data protection regulations;
- Infrastructure management and support (help desk for schools) in the state-wide education network.

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## Administration and Controlling

The Administration and Controlling Department is responsible for the Institute's central administrative and controlling tasks. It also functions as a service and support system for all other IQSH departments. In detail, the department performs the following tasks for the Institute:

- Personnel Management
- Finances and Controlling
- Procurement
- Event and Information Technology
- Organisation, Central Services
- Library
- Public Relations, IQSH publications

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## IQSH Publications

With its practice-oriented publications, the IQSH intends to support work in schools and provide impulses for good teaching and school development. The IQSH's list of all publications is also available in digital form.

### Orders

The print versions of our brochures may be ordered at:

<https://publikationen.iqsh.de/>

They are also available digitally.

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## Library

In addition to the current school books, professional journals, specialist literature and teaching materials, our media services also include master theses. Users may browse the available publications online, make reservations and search for or extend borrowed media on the Internet.

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