

Welcome to CMALT

This prospectus provides information about Certified Membership of the Association for Learning Technology - CMALT.

CMALT is a portfolio-based professional accreditation scheme developed by ALT to enable people whose work involves learning technology to:

- have their experience and capabilities certified by peers;
- demonstrate that they are taking a committed and serious approach to their professional development.

Over the past years CMALT has developed into a community of like-minded individuals from across educational and commercial sectors who are committed to their professional and personal development. ALT's Chief Executive has overall responsibility for the scheme, supported by ALT staff. The CMALT Development Group actively contributes to its activities and development.

Key benefits of CMALT

- ✓ Continue your professional and personal development
- ✓ Gain recognition for learning technology skills and experience
- ✓ Develop transferable skills which can be applied across all educational sectors and industry
- ✓ Reflect critically upon your practice, achievements and expertise
- ✓ Receive feedback and accreditation from peers
- ✓ Continue a process of reflection and development in line with changing demands over time
- ✓ Demonstrate your commitment to and understanding of the importance of learning technology
- ✓ Increase the impact of your professional record or CV and use "CMALT" as post-nominal letters
- ✓ Become a member of ALT or continue your membership
- ✓ Benefit from a wide range of ALT membership benefits

Views from stakeholders and from people who have achieved CMALT

“The CMALT Portfolio application process encouraged me to reflect on what I already knew, within learning technology, (more than I imagined) and how I came to have this knowledge. It also helped me to focus on what I wanted to learn in the future and to set myself personal goals.”

Ged Fitzgibbon, Lead Instructional Designer, Cranfield University

“Microsoft understands the importance of skilled IT professionals and users, which is why we've developed a wide range of certifications under the MCP (Microsoft Certified Professional) brand. However, we also recognise the value of schemes like CMALT, with its emphasis on enhancing the professional standing of people whose work involves the effective application of IT in teaching and learning, wherever they are employed. I wish CMALT every success.”

David Burrows, Director of Public Sector, Strategy & Marketing, Microsoft UK

“The CMALT process was an opportunity for reflection – and connection. In a fast moving field like e-learning, taking the time to reflect on and make explicit the connections between learning and a variety of technologies was an opportunity all professionals should be given.”



Ellen Lessner,
ILT
Development
Coordinator,
Abingdon and
Witney College



“Learning technology” and “learning technologist”

Learning technology is the broad range of communication, information and related technologies that can be used to support learning, teaching, and assessment.

Learning technologists are people who are actively involved in managing, researching, supporting or enabling learning with the use of learning technology.

A very wide range of people in industry and in private and public sector education and training have learning technology as a core part of their role: you do not have to be called or to call yourself a learning technologist to be one.

CMALT Overview

Principles and values

The central tenet of the scheme is the definition of learning technology agreed within ALT. The other principles and values that inform the scheme are as follows:

- A commitment to exploring and understanding the interplay between technology and learning.
- A commitment to keep up to date with new technologies.
- An empathy with and willingness to learn from colleagues from different backgrounds and specialisms.
- A commitment to communicate and disseminate effective practice.

Core and specialist area(s)

Evidence is required under Core areas of work, and Specialist option(s).

Core areas of work

1. Operational issues. Candidates should demonstrate both their understanding and use of learning technology. ‘Use’ might include the development, adaptation or application of technology within teaching, training or the support of learning more generally. This should include evidence of:
 - a) an understanding of the constraints and benefits of different technology;
 - b) technical knowledge and ability in the use of learning technology;
 - c) supporting the deployment of learning technologies.
2. Teaching, learning and/or assessment processes. Candidates should demonstrate their understanding of and engagement with teaching, learning and assessment processes. ‘Engagement’ may include using understanding to inform the development, adaptation or application of technology. This should include evidence of:
 - a) an understanding of teaching, learning and/or assessment processes;
 - b) an understanding of your target learners.
3. The wider context. Candidates should demonstrate their awareness of and engagement with wider issues that inform their practice. This should include evidence of:
 - a) understanding and engaging with legislation, policies and standards.
4. Communication. Candidates should demonstrate their knowledge and skills in communication either through working with others or through interface design. This should include evidence of either (a) or (b).
 - a) Working with others.
 - b) Interface between human and technical systems.

Specialist option(s)

As well as the core areas, candidates are required to demonstrate evidence of independent practice in one or more specialist options. Here is an indicative list of specialist options:

- producing learning materials/content/courseware;
- project management, including resource management;
- training, mentoring and developing others;
- evaluating projects;
- research;
- designing tools and systems;
- institutional development/strategic work;
- knowledge and application of standards and specifications for learning technology;
- assistive technologies;
- VLE administration and maintenance;
- interface design;
- managing and sourcing content;
- copyright.

Support for CMALT Candidates

ALT supports candidates throughout the certification process from registration to building a portfolio and beyond. You can access a wealth of support at www.alt.ac.uk/cmalt including:

- Sign-up for webinars for and with other CMALT candidates;
- Join the CMALT Community, a social networking site on Crowdvine;
- Find out more about and book online for CMALT workshops;
- Download the documents which outline the aims of the scheme and provide information on how to submit or build a portfolio and provide an overview of how your application is assessed;
- Find answers to Frequently Asked Questions (FAQs);
- Get portfolio submission guidance and templates;
- Join the CMALT email distribution list;
- Find out about details of current funding initiatives for CMALT;
- Receive a range of ALT membership benefits including electronic mailings, fortnightly news digest and access to ALT News online.

Join CMALT and join the ALT Community

Once you have registered for CMALT you become part of the growing CMALT community – a network of over 200 like-minded individuals who are working towards or already have completed the same accreditation process and with whom you can share and exchange your experiences.

You can engage with your peers online using Crowdvine, blog about your progress, share pictures and bookmarks, find support and information and build a network which can support you through the certification process and beyond.

All CMALT candidates and Certified Members are also part of the ALT community, which contains not only over 650 individuals, but a large number of organisations and institutions, too – from universities, schools and colleges to software developers and governmental agencies. ALT supports and represents learning technologists across all sectors, including practitioners, researchers and policy makers.

If you are new to learning technology, registering for CMALT is the first step towards making a journey which may lead you to face many challenges in a learning landscape that forever changes. By registering for CMALT you have gained the support not only of the Association for Learning Technology but also joined a strong community which you are part of every step of the way.

More views from
stakeholders and from
people who have
achieved CMALT

“As ICT becomes more and more pervasive in education and research, so the skills of learning technologists become more important to the future of these sectors. JISC is therefore delighted to support the development of CMALT and the greater recognition of these skills and of the role of learning technologists that it will bring.”



Malcolm Read,
Executive Secretary,
JISC

“The preparation of your CMALT portfolio of evidence is an invaluable opportunity to reflect on your career progress, as well as to identify your key skills and areas of interest in learning technology. The ALT certification also connects you to a meaningful community of like-minded leaders, dedicated to spreading awareness of the benefits of using technology to enrich learning and teaching.”

Katherine Pisana,
Learning Technologist,
Ashcroft International
Business School,
Anglia Ruskin University

Information for CMALT Candidates

Portfolio submission & assessment

Once you have registered for CMALT you are expected to submit your portfolio within 6 months. Candidates supply evidence in a portfolio. A convenient way to do this is in a simple text-processed document, based on a Word template that we provide. However, so long as your portfolio can conveniently be accessed by the assessors, and remains fixed during the assessment process, you may use other formats, for example an institutional e-portfolio system, or a web log.

Two assessors assess your portfolio: one nominated by you (and approved by ALT); and one appointed by ALT. The ALT-appointed assessor is a holder of CMALT. In the case of candidates who do not nominate an assessor, or whose nominee declines, or is unacceptable to ALT, a second assessor (also a holder of CMALT) is appointed by ALT.

Once you have submitted your portfolio it will be entered into the assessment process. If your portfolio is passed, you will be awarded CMALT status. In case of a referral you are entitled to re-submit your portfolio for assessment taking into account the assessors' comments. If you fail to be awarded a pass after re-submission and you want to continue with the certification process, a further Certification Fee is payable.

For more information about portfolio submission and to download a submission template go to www.alt.ac.uk/cmalt.

Continued professional development

A CMALT certificate is initially valid for 3 years after which you are required to complete a simple evaluation process in order to retain CMALT status. This process is part of CMALT's commitment to continued professional development and more information can be found at www.alt.ac.uk/cmalt.

CMALT Development Group

The CMALT Development Group (CDG) is a group of Certified Members of ALT who take an active role in the development of the scheme. Some of the activities the group engages in are CMALT webinars for candidates and assessors, sessions at ALT's annual conference ALT-C and the CMALT Community site on CrowdVine. The CDG wishes to be inclusive and welcomes contributions from interested parties including CMALT holders and prospective holders, employers of CMALT holders and any one with a contribution to make. Further information about the CDG is available via the CMALT website www.alt.ac.uk/cmalt.

For all enquiries relating to CMALT please email cmalt@alt.ac.uk

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Fees

Certification Fee £95.00

Certified Membership Fee £80.00

The Certification Fee is payable upon registration.

CMALT funding initiatives

Funding initiatives may be available to candidates and their employers throughout the year, which promote CMALT for particular interest groups and help to meet the cost of the Certification Fee. To find out more about current funding opportunities go to www.alt.ac.uk/cmalt.

Eligibility

Individuals and organisations can join ALT irrespective of the nature of their work or activities, provided they support the aims of ALT. In contrast, Certified Membership of ALT is open only to ordinary members of ALT who achieve certification and subsequent re-certification against the requirements of the scheme. Individuals who are not ordinary members of ALT may still register for Certified Membership (CMALT) under specific initiatives.

Certified Membership

Candidates who have been awarded CMALT are charged the certified membership rate of £80 per annum (£53 for students, retired, unemployed; £93 overseas). Certified Members are entitled to additional membership benefits.

Ordinary members registering for CMALT will be charged at this rate when their membership is first due for renewal after the date of certification.

Candidates registering for CMALT without prior ordinary membership of ALT and who have been awarded CMALT within 12 months of registration will be charged at this rate when their renewal falls due a year after registration.

Candidates who have been granted an extension will be charged at a reduced rate in order to remain in good standing as a candidate.

These costs will apply until ALT's membership fees are next updated. Any changes will be shown on our web site at www.alt.ac.uk.

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