

## **Guide for Participating Teachers**

### ***International Virtual Mobility - UMET***

This guide is aimed at UMET teachers who participate in virtual academic activities with foreign universities. It includes practical guidelines for planning, coordinating and developing virtual mobility classes.

#### **1. What is virtual mobility?**

It is the participation in synchronous or asynchronous academic activities with higher education institutions abroad, without the need to physically travel. It may include:

- Mirror classes: shared sessions between teachers and students from two universities.
- COIL projects: virtual collaborative work between students from different countries with faculty support.
- Global Interaction Log: Where the student accesses materials from a foreign university (podcast, video, article), studies them and responds to a small reflection or creative activity in a digital log.
- Virtual Cultural Passport: Where the student must virtually “visit” 3 countries through cultural content (videos of universities, virtual tours, documentaries, etc.), complete a form for each country and at the end receives an international digital passport.
- International Masterclass: a short master class (45 to 90 minutes), given by a professor or expert from a foreign university, on a global, innovative or professional topic.

#### **2. Objectives of virtual mobility**

- To promote the internationalization of the curriculum.
- To develop intercultural and digital competencies in teachers and students.
- Promote networking and international academic cooperation.
- Enrich academic content with global perspectives.

### 3. **Requirements for UMET faculty**

- ✓ Have the time to coordinate and plan with the foreign university.
- ✓ Openness to intercultural collaboration and pedagogical adaptation.

### 4. **Stages of participation**

#### **Stage 1: Planning and coordination**

- Contact between teaching peers (UMET and foreign university).
- Alignment of learning objectives.
- Design of shared schedule.
- Definition of joint activities (single class or COIL project).

#### **Stage 2: Execution**

- Development of the class or project.
- Use of agreed virtual platforms.
- Registration of attendance, participation and incidences.

#### **Stage 3: Evaluation and feedback**

- Application of satisfaction survey.
- Final teacher report.
- Recommendations for future editions.

### 5. **Pedagogical recommendations**

- **Plan participatory activities:** debates, surveys, brainstorming, forums.
- **Contextualize your class:** briefly explain the reality of Ecuador and UMET.
- **Encourage intercultural collaboration:** assign tasks in international pairs.

### 6. **Support and contact**

#### **Need help with your Virtual Mobility project?**

We are here to accompany you throughout the process.

**International Relations and Protocol Unit – UMET**

relacionesinternacionales@umet.edu.ec

Quito, Ecuador

**Thank you for being part of UMET's internationalization!**

An opportunity to transform education through collaboration, intercultural respect and pedagogical innovation.