Garnet
Garnet Global Training Center

GGT-ED-129

Education & Training Management

Learning Management Systems Administration

إدارة أنظمة إدارة التعلم

Duration	Language	Formats	Hours	Level
5 or 10 days	**English or Arabic**	**Classroom, online, in-house**	**35 / 70**	**Intermediate (management)**

Overview

Learning Management Systems Administration helps participants move from doing the work to managing it, with planning tools, control methods and reporting that management trusts. Programs for school leaders, trainers and learning professionals. It runs as a 5-day or 10-day program in English or Arabic, in classrooms in Dubai, Riyadh, Cairo, London, Istanbul and other cities, or live online, and can be delivered in-house.

What you will be able to do

- Set up and run Learning Management Systems Administration as a managed process with clear roles.
- Control risk, quality and compliance in this area.
- Lead improvement projects and measure their benefit.
- Report clearly to senior management and stakeholders.
- Manage contractors, suppliers and internal customers.

Who should attend

School and university leaders, teachers, trainers and L&D specialists. It suits supervisors, section heads and specialists who manage, or are about to manage, this area.

Key topics

- Learning design
- Assessment and evaluation
- Educational leadership
- Digital learning tools
- Quality assurance and accreditation
- Learner engagement

Formats and fees

5-day classroom	**USD 4,750**
5-day online	**USD 2,950**
10-day classroom	**USD 8,950**
10-day online	**USD 5,450**
In-house	**Quotation per group**

Fees per participant, excluding VAT.

Register or ask

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Email: info@garnettrainings.com

Training: training@garnettrainings.com

Web: garnettrainings.com

Sharjah Publishing City Free Zone, Sharjah, UAE

Certificate

Participants who attend at least 90% of sessions and complete the final assessment receive a certificate of completion stating 35 contact hours (5-day) or 70 contact hours (10-day).

5-day outline

Day 1 Learning Management Systems Administration: the management framework

- Learner engagement
- Checklists and templates to take away

Day 2 Planning, resources and budgets

- Learning design
- Assessment and evaluation

Day 3 Performance measurement and control

- Educational leadership
- Group discussion and peer review

Day 4 Risk, compliance and improvement

- Digital learning tools
- Measurement and reporting

Day 5 Management case study and action plan

- Quality assurance and accreditation
- Hands-on workshop on a workplace challenge

10-day outline

Day 1 Learning Management Systems Administration: the management framework

- Learner engagement
- Checklists and templates to take away

Day 2 Planning, resources and budgets

- Learning design
- Assessment and evaluation

Day 3 Performance measurement and control

- Educational leadership
- Group discussion and peer review

Day 4 Risk, compliance and improvement

- Digital learning tools
- Measurement and reporting

Day 5 Management case study and action plan

- Quality assurance and accreditation
- Hands-on workshop on a workplace challenge

Day 6 Advanced techniques and specialist practice

- Complex cases in depth
- Common mistakes and how to avoid them

Day 7 Digital tools, data and automation

- Analysis tools and software
- Using AI in this field

Day 8 Benchmarking against international practice

- Global performance benchmarks
- Regional and international case studies

Day 9 Capstone project

- Analyse a real challenge from your organisation
- Build the solution and implementation plan

Day 10 Presentations, final assessment and certificates

- Project presentations and review
- Final exam and certificate award

Schedule 2027–2030

Dates	Format	City	Language	Fee (USD)
11–15 Jan 2027	5-day classroom	London	English	4,750
8–19 Mar 2027	10-day classroom	Geneva	English	8,950
18–22 Apr 2027	5-day classroom	Amman	Arabic	4,750
9–13 Aug 2027	5-day online	Live online	Arabic	2,950
6–17 Feb 2028	10-day classroom	Kuwait City	English	8,950
17–21 Jul 2028	5-day classroom	Istanbul	English	4,750
13–24 Nov 2028	10-day online	Live online	English	5,450
11–15 Dec 2028	5-day classroom	Dubai	Arabic	4,750
16–20 Apr 2029	5-day classroom	Casablanca	English	4,750

Dates	Format	City	Language	Fee (USD)
4–8 Jun 2029	5-day online	Live online	Arabic	2,950
6–10 Aug 2029	5-day classroom	Paris	English	4,750
17–28 Dec 2029	10-day classroom	Dubai	English	8,950
4–8 Mar 2030	5-day classroom	Dubai	English	4,750
10–14 Jun 2030	5-day classroom	Geneva	English	4,750
21 Jul – 1 Aug 2030	10-day classroom	Amman	English	8,950
2–13 Sep 2030	10-day online	Live online	English	5,450

Customised and in-house versions of this course are available on request. garnettrainings.com/en/customise/