



BILC SharP

Bureau for International Language Coordination Sharing Platform



Communiqué 2 – What’s in BILC SharP?

May 2017



Welcome BILC SharP POCs

G’Day from the Australian Defence Force School of Languages! You received this communiqué because you have been appointed as the Point of Contact for your institution. Congratulations! If you are no longer the POC for your country, please forward the details of the new POC to us.



What is BILC SharP?

“BILC SharP is an online sharing platform for all BILC members”

SharP is an abbreviation for **Shar**ing **P**latform. Presented in April 2015 at the BILC Conference in Madrid, Spain, **BILC SharP** is an on-line sharing platform hosted by the ADF School of Languages based in Melbourne. It is also one of 44 Moodle-based sites/courses DFSL offers through its LMS, which operates in the Australian Defence Education Learning Environment (ADELE).

BILC SharP is for all members of BILC and it serves as an online repository of resources from all participating countries. The spirit behind this initiative is for everyone to share materials which have worked well in our respective institutions, so that other BILC members can benefit from our successfully-trialled resources and save their institutions some design, development and piloting time.

“The spirit behind BILC SharP is to share our successfully- trialled resources...and save... some design, development and piloting time.”



What is in BILC SharP?

BILC SharP is organised into 9 folders:

Course Design Materials, Assessment Materials, Planning Tools, Inter Cultural Awareness, Language Learning Strategies, Teaching Materials, Useful Links, BILC Presentations and Communiqués & Database.

“Any staff member of your organisation can gain access to BILC SharP.”

Who can be enrolled?

Any staff member of your organisation can gain access to **BILC SharP**. Once a week, our Instructional Design Officer, Mr Khushal Taniwal, will forward a list of names to the Defence Learning Branch in the Australian Defence College. They usually need a few days to process the enrolment of new users. Once completed, the new member will receive an automated email from ‘support@adele.edu.au’ detailing how to access the **BILC SharP** site.

Points of Contact for DFSL

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What's *your* role as the POC?

Upon initial login, you will be asked to change the system-generated temporary password. Please ask your staff to choose something they can easily remember to avoid any delays in accessing the site.

As your organisation's POC, you will need to take care of several things:

- Provide us with enrolment details like full name [*firstname.lastname*], city, country and official/work email address.
- **Collate any resources your organisation wishes to share with fellow BILC members.**
- **Forward to us those resources via email or post.**
- Let us know if any of your staff leave their job/posting so that we can de-activate their account.
- Disseminate information to your staff and colleagues if needed.

In the meantime...

Please provide feedback to us regarding the format, folder structure etc. Do you think the existing folders cover all your needs? Do share with us, too, if you face any difficulties using **BILC SharP**.

We accept URLs [website links], these documents: .doc, .xls, .ppt, and most audio/video files. Please observe the following naming convention of the resources to be shared [Speaking, Listening, Reading, Writing, Translating, Interpreting, Others]:

Doc name – Year – Contributing Country

E.g. **Speaking – Practice L3 Tasks – 2017 – ESP**

SE Course Recommended Sequence of Delivery – 2015 - AU

Updates

Currently we have 104 users from 14 countries accessing **BILC SharP**.

We'd like to thank those BILC members who have already shared their resources with us. After all, BILC's motto is "Progress made by *one* is shared by *all*."

You'll find a "Database of Docs Contributed to BILC SharP – May 2017" under the Communiqués folder. In it, you can see a list of all available documents. We definitely look forward to you adding to this growing list.

Another interesting and extremely useful addition in the "Useful Links" folder are some links to ESL and LOTE maintenance websites. Again, if you have any more websites to share or suggest, please email the links to us. We'll only be too happy to disseminate this information to all members of the BILC community.

That's all from DFSL for this communiqué.

~ Thank you and G'Day! ~