



**CIRCULAR**

**Ref: DDLTS 15/2025**

**From: Dr. Omar Seguna – Education Officer Digital Literacy**

**To: Directors General  
Chief Information Officers  
Chairpersons/Chief Executive Officers  
Directors/Assistant Directors  
Heads College Network  
Heads of Primary State Schools  
Education Officers/Heads of Department**

**Subject: Digital Literacy Professional Development in Primary Schools**

**Date: 1st July 2025**

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The Directorate for Digital Literacy and Transversal Skills is pleased to publish once again the prospectus of professional development sessions for the next scholastic year. It can be found at [https://bit.ly/DL\\_PD\\_Prospectus25\\_26](https://bit.ly/DL_PD_Prospectus25_26).

The form can also be accessed from <https://forms.office.com/e/LesjQGagpS>.

With the rollout of 2-in-1 devices to all pupils, it is vital that educators feel confident and proficient in using the Microsoft 365 suite. These professional development sessions therefore place particular emphasis on Microsoft Teams, Sway, and Forms; tools that empower teachers to nurture creativity, support assessment, and encourage pupil collaboration and sharing within a secure digital environment.

We have also included training in Adobe Express for Education, which is now available to all teachers and pupils through Ministry-provided licences. This powerful platform enhances creative expression and further enriches the digital learning experience.

The programme also features training on a selection of widely used third-party applications. This year, we are placing a strong focus on the integration of Artificial Intelligence (AI) in education, as well as on developing computational thinking skills.

In order to ensure the long-term success of this professional development, School Leadership Teams (SLTs) are encouraged to liaise with staff from the Directorate for Digital Literacy and Transversal Skills to coordinate subject meetings aimed at consolidating the development of digital competences across the curriculum.

Heads of Schools are kindly requested to inform their teaching staff of this prospectus and to make use of the application form provided. It would be much appreciated if no training is scheduled on Fridays, as this day is reserved for preparation by DDLTS staff.

**Mr. Neil Attard**  
**Director**  
**Directorate for Digital Literacy and Transversal Skills**