Enhancing existing content and activities for online learners

Ms. Sarah Jane Cashman – Waterford Institute of Technology, Ireland

SERIES OUTLINE AND TALK POSITION

AGENDA

Topics
Introduction
Existing Content
Existing Activities
Feedback
Enhancing existing content and activities for online learners

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INTRODUCTION
PREVIOUS TALK: ARRANGING YOUR MODULE FOR USE IN THE ONLINE SPACE

INTRODUCTION
WHY AMEND YOUR CONTENT FOR THE ONLINE SPACE?

REUSING EXISTING CONTENT

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[Diagram showing existing content structure and process]

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REUSING EXISTING CONTENT
VISUAL APPEARANCE

Example 1:
Using long sections of text can make it more difficult for learners to process the information you are providing. We should always aim to reduce the cognitive load involved in processing written information in the online space. We should keep this to the forefront of our minds when adding text sections or print materials online. We should try to make it easy to read, easy to follow, easy to find, and accessible to all. In many ways the same principles you would apply to writing a report can be applied in this space. Headings, bolding, underlining, font, font sizes, spacing, bullet points, and short paragraphs should be used. The use of graphical content alongside textual information can also be very effective.

REUSING EXISTING CONTENT
VISUAL APPEARANCE

Written information should be presented in a user-friendly format. It should be:
- Easy to read
- Easy to follow
- Easy to find
- Accessible
- Easy to process

Aim to reduce the cognitive load on learners

There are easy ways to do this. Think about ways to break up text:
- Headings
- Text effects
- Spacing
- Bullet points
- Short paragraphs
- Graphics

Always try to keep these goals in mind when you are adding content to the online space.

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REUSING EXISTING CONTENT

VISUAL APPEARANCE

Easy to process
Easy to read
Easy to follow
Easy to find
Accessible

Example 3, Part 1
Written information should be presented in a user friendly format
Always aim to reduce cognitive load

REUSING EXISTING CONTENT

VISUAL APPEARANCE

There are 6 easy ways to simplify large sections of text

Headings
Graphics
Short paragraphs
Bullet points
Text effects
Spacing

REUSING EXISTING CONTENT

LECTURE SLIDES

Divide them by topic
Add breaks
Consider a voice over
Visual Appearance

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REUSING EXISTING CONTENT
LECTURE SLIDES - DESIGN

Apply a consistent and engaging visual style
This is easy to do using standard presentation software.
- PowerPoint
- Prezi
- Keynote
- Google Slides
- Haiku Deck
This can be a ‘Quick Win’

REUSING EXISTING CONTENT
LECTURE SLIDES - PROCESS

1) Open the Design Ribbon
2) Click on Design Ideas
3) Select from the offered options and amend if needed

REUSING EXISTING CONTENT
LECTURE SLIDES - EXAMPLE

Apply a consistent and engaging visual style
This is easy to do using standard presentation software
#quickwin

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REUSING EXISTING CONTENT
LECTURE SLIDES - SOFTWARE

Don't feel you have to stick to one presentation software package.

You can generally open existing slide decks in alternative presentation software.

Try to experiment with different types.

REUSING EXISTING CONTENT
LECTURE SLIDES - SOFTWARE

Don't feel you have to stick to one presentation software package.

Built-in styles and templates can be quick and easy to use.

Your software packages do not have to be from one provider to visually match up.

REUSING EXISTING CONTENT
LECTURE SLIDES - IMPROVEMENTS

Consider adding a voice over to the most important or tricky parts.

Voiceovers can be more engaging, making a presentation more like a video.

Very useful as slides are often only summary in form.
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**REUSING EXISTING CONTENT**

**Lecture Slides - Adding Audio**

1) Open the Insert Ribbon
2) Open the Media Tab
3) Select Audio, then record

In PowerPoint you can add audio slide by slide directly from the Insert Ribbon

**REUSING EXISTING CONTENT**

**Lecture Slides - Audio Tips**

- You can also record audio files separately using voice recorders
- Attach them to slides or paths in most presentation software packages
- They will automatically play when presentation mode is used
- You can save a PPT deck so that it opens as a slideshow only (save as PowerPoint show)

**REUSING EXISTING ACTIVITIES**

Promotes Active Learning

Encourages Engagement

Reinforces Learning
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It is a good idea to try to include at least one activity for each topic whenever you can

**How to add activities**
- Using External Tools
- Using VLE Tools
- Uploading traditional documents

**REUSING EXISTING ACTIVITIES**
**ADDING ACTIVITIES**

**REUSING EXISTING ACTIVITIES**
**EXAMPLES**

**REUSING EXISTING ACTIVITIES**
**ADAPTING**

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**REUSING EXISTING ACTIVITIES**

**DISCUSSIONS AND GROUP WORK**

- Connects learners
- Build community of practice
- Increased success likelihood
- Watch engagement

**REUSING EXISTING ACTIVITIES**

**DISCUSSIONS AND GROUP WORK**

- Synchronous
  - Discussions
  - Video conferences
  - Collaborative docs
  - Breakout spaces
- Asynchronous
  - Discussion forums
  - Email
  - Wiki-spaces
  - Collaborative docs

**REUSING EXISTING ACTIVITIES**

**PAPER BASED ACTIVITIES**

- Traditional paper-based activities
  - Case studies
  - Worksheets
  - Tutorial/Instruction guides

- How to use them online
  - Upload the paper copy
  - Upload a detailed instruction sheet
  - Add some supporting resources

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Thank you for listening.

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