

## Online Workshop on “Technology to Reach and Teach the Learners”

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UTTARAKHAND OPEN UNIVERSITY Haldwani(INDIA)

# Online Workshop on “Technology to Reach and Teach the Learners”

Organized by



Schools of Computer Science & IT and Vocational Studies  
Uttarakhand Open University (UOU), Haldwani

Supported by



Commonwealth Educational Media Centre for Asia (CEMCA), New Delhi  
21-25, May 2020

## Introduction

The COVID-19 pandemic has imposed multifarious challenges before the conventional and ODL educational organizations across the globe. The learners face difficulty to access the learning materials, reach their instructors and various stakeholders. The situation is more prominent for ODL institutions where large number of learners belonging to different socio-cultural background are enrolled. The present scenario compels the educational institutions to search and adopt innovative ways to reach to their learners.

Technology is a solution to address many of those challenges. There are various user-friendly technologies that could be adopted to teach and reach the learners. Considering this a workshop on “Technology to Reach and Teach the Learners” is organized by the Uttarakhand Open University (UOU), Haldwani.

## Objectives of the Workshop

The workshop was organized with the following objectives:

1. Use various google applications to reach and teach the leaners;
2. Create virtual classroom using Google Classroom;
3. Develop eResources using various FOSS tools;
4. Identify OER for teaching and learning purposes; and
5. Use social media to communicate educational content.

## Participants

Higher Education teachers from India, Bangladesh and Srilanka participated in the workshop. The details are given below:

1. Bangladesh: 34

2. Sri Lanka: 25
3. Uttarakhand Open University (UOU): 91

### Workshop Modality

- UOU Moodle LMS was used for Resource Sharing and learner engagement. The certificate of participation was issued after the assessment on the MOODLE platform.
- Synchronous Sessions: 1hrs 30 mints every day 10:30am to 12:00pm through ZOOM by the Resource Person.
- Asynchronous Session: every day 2.00pm onwards through whatsapp Mentoring by the Resource Person.

### Workshop Schedule

SNo	Day	Topic	Key points to be covered	Resource Person
1.	21 May 2020	Getting started with Google Apps	<ul style="list-style-type: none"> <li>• Introduction to drive, Docs, Sharing of documents.</li> <li>• Google Groups and</li> <li>• Google Form/Quiz</li> </ul>	Mr. Ashish Kumar Awadhiya, Asst. Director, COE, IGNOU
2.	22 May 2020	Google Classroom: An online LMS	<ul style="list-style-type: none"> <li>• Steps of creating google classroom</li> <li>• Sharing materials and conducting online classes.</li> </ul>	Mr. Ajith Kumar C, Asst. Prof. SOE, IGNOU
3.	23 May 2020	FOSS tools for development of eResources	<ul style="list-style-type: none"> <li>• Mind map/Concept map</li> <li>• Creation of Video</li> <li>• Creation of Quiz</li> </ul>	Dr. Nisha Singh Dy. Director, COE, IGNOU
4.	24 May 2020	OER for teaching and learning	<ul style="list-style-type: none"> <li>• Introduction to OER</li> <li>• How to search OER</li> </ul>	Prof. Mostafa Azad Kamal, BOU, Bangladesh
5.	25 May 2020	Communicating content through social media	<ul style="list-style-type: none"> <li>• Introduction to social media tools for teaching</li> <li>• sharing educational content through social media</li> </ul>	Mr. Ajith Kumar C, Asst. Prof. SOE, IGNOU

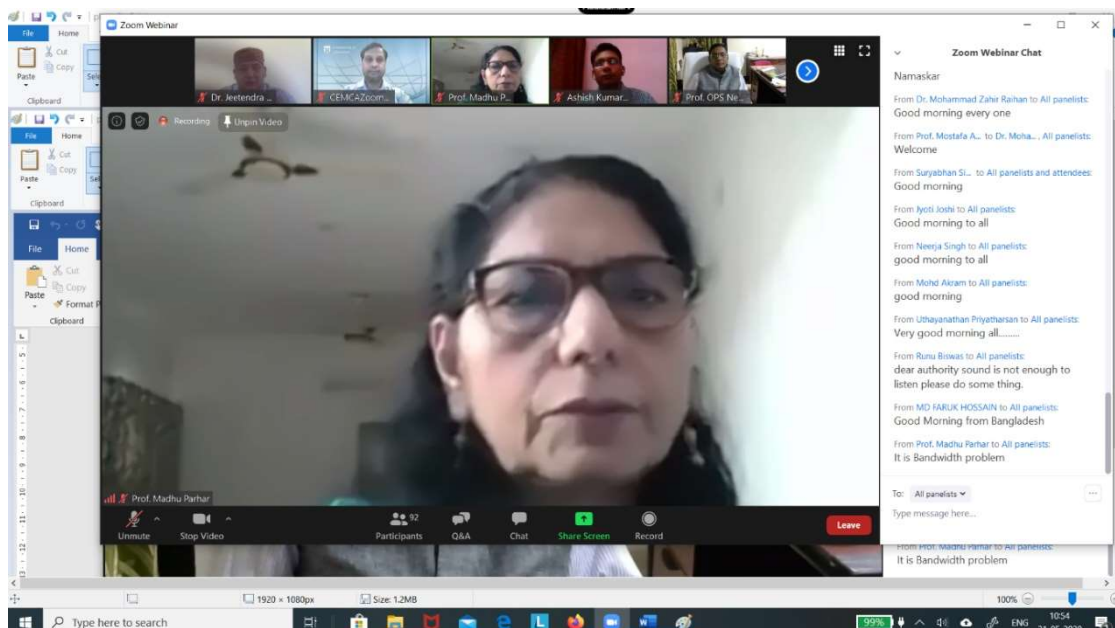
Registration Link: <http://elearning.uou.ac.in/course/view.php?id=134>

**Day 1**  
**Inaugural Session**  
**10:00 am to 11:00 am**

Dr. Manas Ranjan Panigharhi, Sr. Program Officer, CEMCA, NEW Delhi was the host of the event and open the session with the introduction of the panelist.



He invited Dr. Madhu Prahar, Director- CEMCA for the opening remarks. Online teaching and learning is not a new phenomenon for open and distance learning Universities, she said. Suddenly, due to Covid-19 situation the acceptance of online learning have increased in the face-to-face Universities also.



It was followed by the address of Prof. Durgesh Pant, Convenor of the workshop where he stressed upon the finding the new model of teaching- learning in this pandemic situation and eventually shift from top-down lecturing to more interactive and collaborative approach in which students and teacher will co-create.

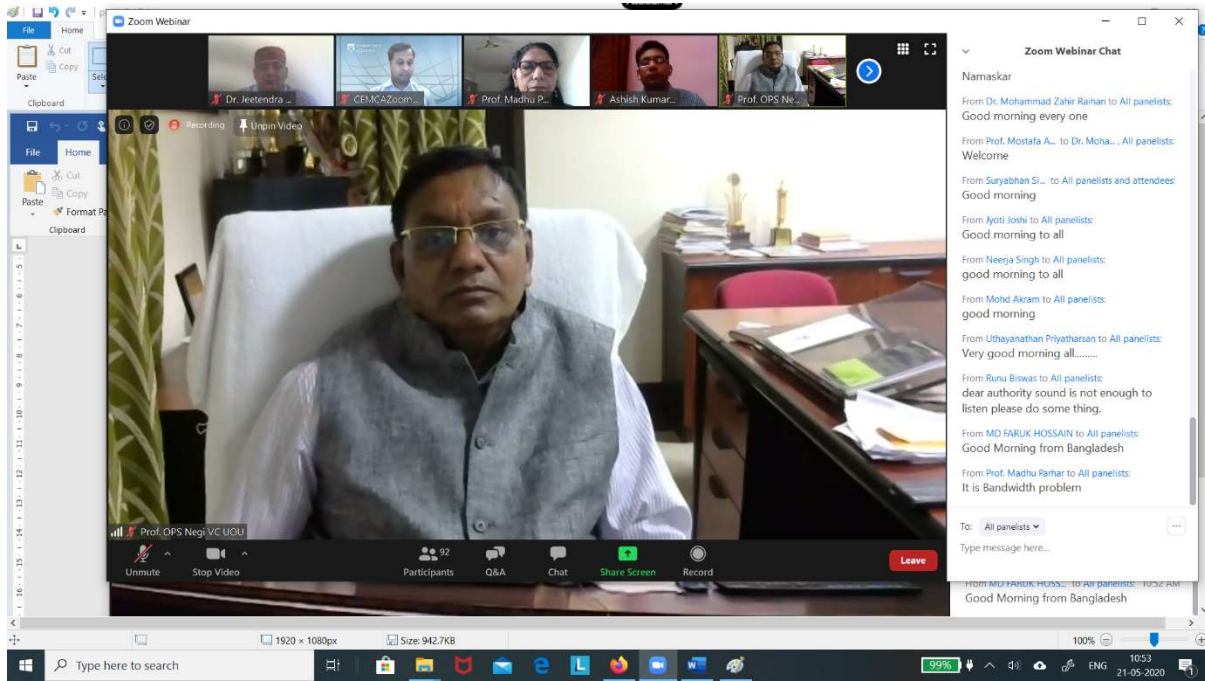


Prof. D.P. Singh, Chairmen- University Grants Commission, India was the chief guest for the workshop. His pre-recorded inaugural address was shared with the participants.



He pointed out that the UGC has taken extremely important measures to meet out challenges in the wake of COVID-19. Amid this pandemic it is providing best of measures to our entire education system. It has launched several IT initiatives and technological initiatives during this COVID-19 pandemic. He informed the traffic in the SWAYAM portal have increased multi-fold during this time round with its SAKSHAM, Digital Library and other initiatives like national digital repository, it has reached out to very-very large number of learners, students all around, all across.

Prof. OPS Negi, Vice Chancellor- Uttarakhand Open University and the chairmen of the session addressed the participants and highlighted the importance of online learning, especially in the post-covid era. He said that we are currently facing a lockdown situation due to the outbreak of COVID-19. The COVID-19 pandemic is set to change the world. The way our governments, institutions, organizations, and people think and function, will change drastically. Now, it's a high time for all the teachers to adopt innovative teaching-learning practices using technology.

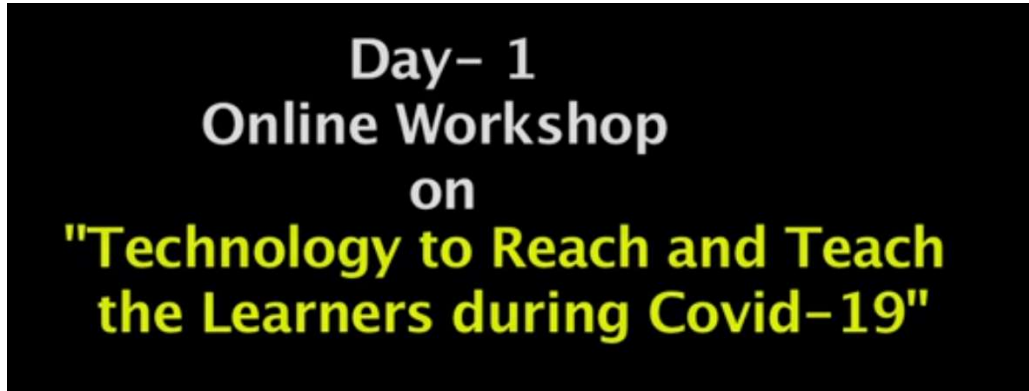


The vote of thank was delivered by Dr. Jeetendra Pande, Assistant Professor and the organizing secretary of the workshop.



**Day I**  
**Technical Session**  
**Reaching and Teaching using Google Educational Apps**  
**11:00 am to 12:30 pm**

Mr. Ashish Kumar Awadhya, Assistant Director- Center for Online Education, IGNOU was the expert for the first session.



The following hands-on sessions were conducted:

- How to Reach to the learners using simple and free tools
- How to Teach to the learner using technology
- How to Disseminate the e-content to the learners
- How to Assess the learners

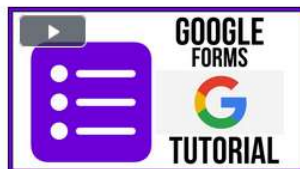
[Click here for PPT of the Day 1](#)  
Please refer to the introductory video.



[Click here for Google Doc tutorial](#)



[Google Forms Tutorial](#)



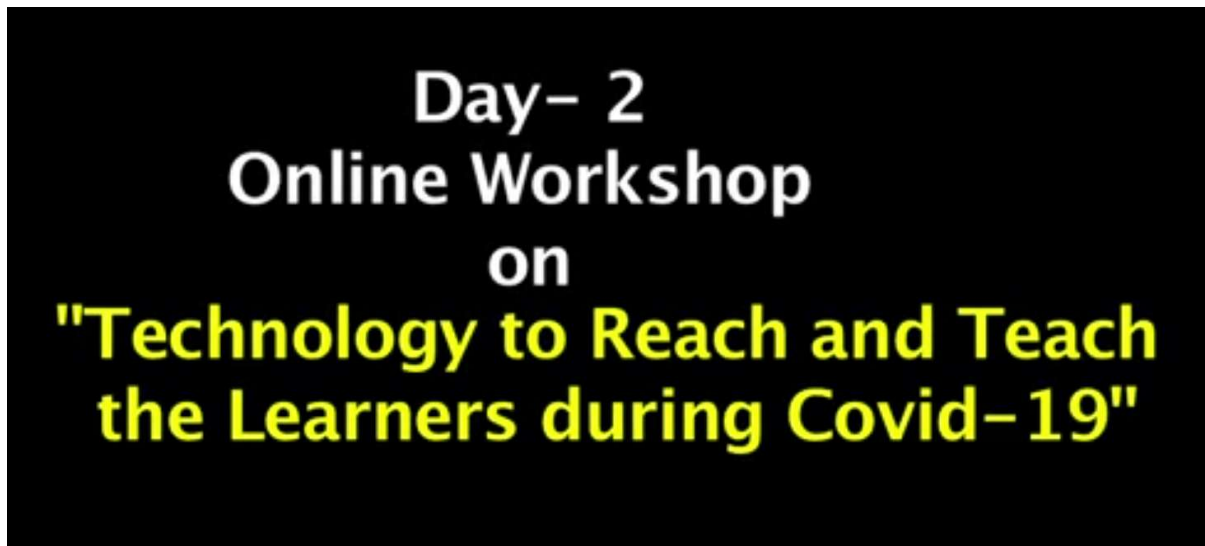
**Activity**

1. Please create a google doc and share among around 10 members and create a collaborative document titled as "Step wise use of creating Google Doc and Sharing".
2. Please create a "Google Quiz" with 5 MCQ and share among 10 members to complete the quiz.

**Assessment for the Day 1:** [Click here](#)

**Day II**  
**Technical Session**  
**Google Classroom: An online LMS**  
**11:00 am to 12:30 pm**

Dr. Ajit Kumar, Assistant Professor- School of Education, IGNOU was the resource person the second day and he discussed Google Classroom: An online LMS



The learners were advised to collect the following digital contents (e-contents) for the course/topic/programme that they were going to organise in your virtual classroom.

- Course and Details (Class name, Section, Subject)
- Short Video useful for teaching the selected topic (2-3 minutes)
- Text/PDF/Word/Book (Any one among the following)
- PPT useful for teaching the selected topic (2-3 slides)
- One Assignment question useful for teaching the selected topic
- One Discussion Forum Question useful for teaching the selected topic
- One Assessment question (Objective/Short/Essay)
- Images useful for teaching the selected topic (2)
- Web Links useful for teaching the selected topic (2)
- 5 e-mail IDs of your students
- Those who don't have gmail account, create one gmail account.
- Download Google classroom software from Google play store and install in mobile.



DAY-2: Online Workshop on "Technology to Reach and Teach the Learners during Covid-19"

Be Ready with the Following- Hands on Activity

**MENÜ**

- Course and Details
- Video
- Audio
- Text/PDF/Word/Book
- PPT
- Assignment
- Discussion Forum Questions
- Assessment Questions ( Objective/Short/Essay)
- Images
- Web Links
- Students e-mail IDs

2020-05-22 10:38:19

Based on the instruction by the expert, the participants created a virtual class using Google Classroom and added the introductory video, course contents, assessment, etc, in the course.

DAY-2: Online Workshop on "Technology to Reach and Teach the Learners during Covid-19"

**Steps of Creating Class**

Google Classroom

Training  
Higher Education  
1 student  
Due tomorrow  
11:59 PM - Q1  
Assignment 1

SLeM  
B.Ed  
0 students

Join class  
Create class

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**Day III**  
**Technical Session**  
**Tools for Development of e-Resources**  
**11:00 am to 12:30 pm**

On the third day of the workshop, Dr. Nisha Singh, Deputy Director- Centre for Online Education, IGNOU delivered a session of Tools for Development of e-Resources.

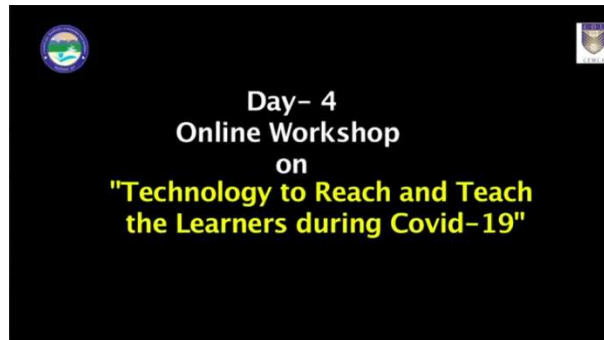


The learners explored various tools for the development of e-resources, like

- Concept map- CMap tools to make a concept map.
- Creation of Video-FreeCAM, screencast-o-matic to record a video
- Creation of Quiz-HotPotatoes to make a quiz

**Day IV**  
**Technical Session**  
**Understanding OER and its Use in Teaching and Learning**  
**11:00 am to 12:30 pm**

Prof. Professor Mostafa Azad Kamal, Dean- School of Business, Bangladesh Open University (BOU) took an interactive session on Understanding OER and its Use in Teaching and Learning.



The expert delivered to following topics:

- explained the key rationales of copyright;
- elaborate on the disadvantages of copyrighted educational resource in terms of sharing online;
- explain the concept of Openness and Open Licenses;
- dig deeper into the core features of open educational resources;
- explain the methods of searching for open educational resources;
- understand the techniques of creating the contents by using OER; and
- explain the steps for mainstreaming OER at your institution and beyond.

Day 4: Understanding OER and its Use in Teaching and Learning

**WELCOME from**  
Professor Mostafa Azad Kamal  
Dean, School of Business,  
Bangladesh Open University (BOU)



On the face of the COVID-19 crisis, the whole education system is forced to go for using technologies to keep the teaching-learning process continuing. However, the challenge of resource sharing becomes common while going online. Therefore, it is essential to understand copyright issues and open licenses before choosing the resources for sharing online. It is thus important to know which resources are appropriate for open sharing, which ones are appropriate for contextualizing and how one can find the relevant open resources.

**It is expected that after attending this session, you will be able to -**

- explain the key rationales of copyright;
- elaborate on the disadvantages of copyrighted educational resource in terms of sharing online;
- explain the concepts of Openness and Open Licenses;
- dig deeper into the core features of open educational resources;
- explain the methods of searching for open educational resources;
- understand the techniques of creating the contents by using OER; and
- explain the steps for mainstreaming OER at your institution and beyond.



**MY OER WALL**



**PLEASE VISIT OUR ONLINE SURVEY**

Please enter the following ONLINE Pre-Workshop Survey Link and submit by 24 May, 10:00 AM Indian Standard Time. Your on-time response will be highly appreciated. Deadline: 24 May 10:00 AM IST

[Click Here to Visit Survey](#)

**WELCOME TO THE WORKSHOP**

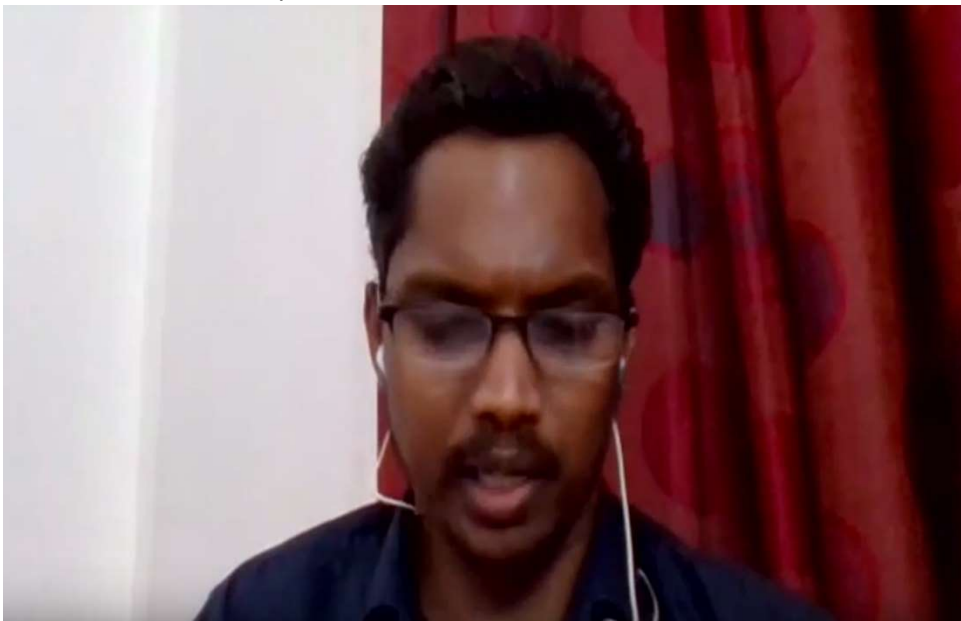
W.P. 1: GETTING STARTED AND WELCOME  
W.P. 2: SETTING UP AND GOING WITH THE GEAR  
W.P. 3: ABOUT THE GEAR  
W.P. 4: GOING TO THE GEAR



**Day V**  
**Technical Session**  
**Communicating Content through Social Media**  
**11:00 am to 12:30 pm**

On the fifth day of the workshop, expert Dr. Ajit Kumar, Assistant Professor - School of Education, IGNOU discussed various strategies and tools for Communicating Content through Social Media. The learners were advised to collect the following digital contents (e-contents) related to course/topic/programme that you are coordinating and like to disseminate through social media.

- Short video of 1 minute duration ( Use any tools discussed in Day 3 to develop video)
- Text/PDF/Word/Book (Any one among the following)
- One PPT related to any topic (2-3 slides)
- One Image related to any topic
- Web Links related to any topic
- 5 e-mail IDs of your students



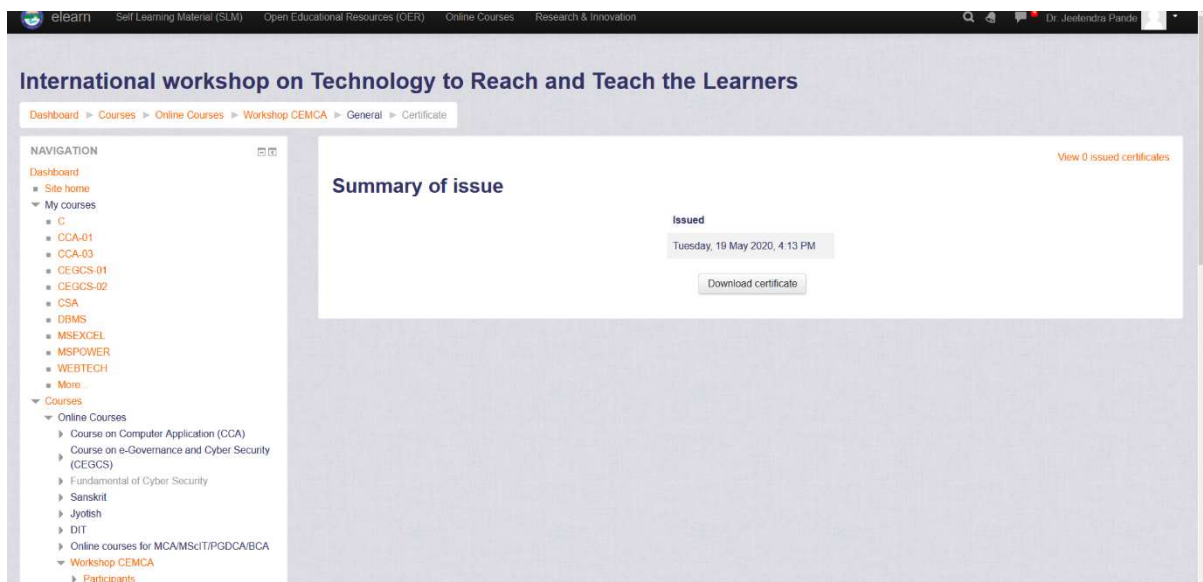
The learners were introduced with many social media tools to dissemination the educational contents.

**Day V**  
**Valedictory Session**  
**12:00 pm to 12:30 pm**

Dr. Manas Ranjan Panigrahi hosted the valedictory session. Prof. Madhu Parihar congratulated all the participants on completion of the workshop and advised the participants to practice the tools in their day-to-day teaching so that the learner could be benefited. Prof. Durgesh Pant explained how the online tools can be useful for providing better learner support services. The vote of tanks was delivered by Dr. Jeetendra Pande.



The e-certificate of participation was issued to the participants through Moodle platform after the completion of the online assessments.



## **Organizing Committee**

### **Advisory Board**

- Prof. O.P.S. Negi: Hon'ble Vice Chancellor, Uttarakhand Open University, Haldwani
- Prof. Madhu Parhar: Director, CEMCA

### **Convener**

- Prof. Durgesh Pant: Convener

Uttarakhand Open University, Haldwani

### **Organizing Team**

- Dr. Manas Ranjan Panigrahi, Sr. Program Officer, CEMCA
- Dr. Jeetendra Pande, Coordinator Workshop, Assistant Professor, School of Computer Science & IT, Uttarakhand Open University, Haldwani
- Dr. Gopal Datt Joshi, Consultant, School of Vocational Studies, UOU, Haldwani