Distance Learning Konzeptvorschläge

Individual online exams:

- Face-to-face exams are cancelled (as mentioned here), but you can use web conferencing tools with video and audio transmissions such as Zoom, GoToMeeting, TU Connect. On this page we collect the available tools as well as the corresponding instructions.

Attention! For diploma and doctoral exams, only GoToMeeting may be used!

Online examinations for several students:

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Communicate with students:

- Teachers can use many of TUWEL's activities ...
  - For announcements use "News Forum" ("Nachrichtenforum" – instructions: as video, as cheat sheet)
  - For student questions and answers use "Forum" (instructions: as video, as cheat sheet)
  - For surveys, to collect opinions, use "Feedback" (instructions: as video, as cheat sheet)
  - For short opinion polls use "Choice" ("Abstimmung" – instruction: as video)
  - For consultation hours, brainstorming sessions, short revision sessions use "Chat" (instruction: as cheat sheet)
  - A hint: Encourage your students to collect content themselves, according to the motto "Students help students"!
  - Via "Wiki" (instructions: as video, as cheat sheet)
  - or set up a separate "forum" for this purpose
  - Use TUchat (Link)

Giving a lecture:

- If possible, make contents available for students in written form and via TUWEL courses
  - Here, you can use the whole range of activities, such as ...
    - "Page" ("Textseite" – instructions: as Cheat Sheet)
    - "Book" ("Buch" – instructions: as Cheat Sheet)
    - "Lesson" ("Lektion" – instructions: as Cheat Sheet)
    - "Lightbox Gallery" ("Lightbox Galerie" – instructions: as Cheat Sheet)
    - "Wiki" (instructions: as Cheat Sheet)
  - Use "URL" ("Link/URL") to draw attention to other great web resources
- If it has to be video...
  - Produce your own video or, in other words, "dub PowerPoint slides"
    - Our tool recommendations ...
      - Tool of your choice (there are many available online)
      - Camtasia (audio dubbing of slides – license available as campus software from TU.it, see Link)
      - Snagit (license as campus software available from TU.it, see Link)
      - Open Broadcaster Studio (open source – powerful, but somewhat complex, see Link)
    - Publish the videos via PeerTube (to be announced here shortly)
    - Recording with LectureTube (Please note, however, that - after registration/reservation - you have to go to the lecture room at TU Wien!)
    - Information about this service can be found here on this page
    - Note: You may report your request at any time. Please note, however, that we currently need a lead time of about 2 to 3 days to assign a slot for you and to do the programming for the LectureTube recording.
- If it has to be a live video...
  - Use a web conferencing tool such as Zoom, GoToMeeting, TU Connect. On this page, we collect the available tools and the corresponding instructions.
    - With Zoom you can create a meeting directly in TUWEL, and your students can join the meeting also via TUWEL — How to create a Zoom Meeting in TUWEL (Video)
    - Note: Please do NOT use LectureTube Live at the moment because there is not enough bandwidth available and there is a need to visit a specific room (see above: LectureTube)

Perform exercises ("Übungen"):

- Here, too, the best way is to write instructions in your TUWEL course with ...
  - "Page" ("Textseite" – instruction: as Cheat Sheet)
  - "Book" ("Buch" instruction: as Cheat Sheet)
  - "Lesson" ("Lektion" instruction: as Cheat Sheet)
- If necessary, use the activity "Workshop" in TUWEL for peer reviews, i.e. mutual feedback and assessments by and for students
- Use web conferencing tools such as Zoom, GoToMeeting, TU Connect. On this page, we collect the available tools and corresponding instructions.
  - A hint: You can represent blackboard of the lecture room by the "Whiteboard" function (A guide for Zoom can be found here, a guide for TU Connect is available here)
Carry out seminars:

- Here too, outline, disseminate and discuss the tasks / scenarios / problems in your TUWEL-Kurs
- Receive and evaluate (or have evaluated) results with these activities
  - "Assignment" ("Aufgabe" – instructions: as Video, as Cheat Sheet)
  - "Student folder" ("Studierendenordner" – instructions: as Video, as Cheat Sheet)
  - "Workshop" (instructions: as Video for configuration and Video for application, as Cheat Sheet)

Digitized exkursions:

- Face-to-face activities are cancelled as listed here, but in TUWEL you can still create wonderful photo tours with these activities
  - "Lesson" ("Lektion" – instructions as Cheat Sheet)
  - "Lightbox Gallery" ("Lightbox Galerie" – instructions: as Cheat Sheet)

General remarks at the end:

- Act as asynchronously as possible
- *Keep it short!* E-learning content should always be brief and be provided in small pieces!
- Think about the bandwidth of your students. Here you can find something to think about.
- Good ideas and approaches can also be found here.
- A good read for in between here.