Distance Learning Konzeptvorschläge

Here you can find a collection of ideas and suggestions for digitizing various teaching-/learning scenarios.

The slides of the online webinar "Distance Learning with TUWEL" from April 3 and 15, 2020 can be found here.

Online exams:

IMPORTANT

A comprehensive guide for managing online exams can be found here on this page!

Note: Only GoToMeeting is allowed to be used for diploma exams and rigorous exams

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)

Group work:

- In TUWEL, groups can be realized very well, and these groups can be used for different scenarios:
  - With the function "Access restrictions"/"Voraussetzungen", work materials or activities can only be made available for specific groups (instructions: as Video, as Cheat Sheet)
  - In the "Forum" (in "Group mode": "Separate groups") contributions can be made visible only for group members (instructions: as Video, as Cheat Sheet)
  - In practically all activities (such as "Assignment"/"Aufgabe") or in the "Grades"/"Bewertungen" groups can be used to filter the list of participants (instructions: Cheat Sheet)
  - Teachers can activate "Group messaging"/"Gruppenmitteilungen" for the communication between the students (brief instructions: in the course under "Participants" / gear "Action menu" / "Groups" / "Edit group settings")
  - Students can collect learning artefacts collaboratively via "Wiki" (instructions: as Cheat Sheet)
- How do you get to groups in TUWEL?
  - Groups can be transferred from TISS using the "Get TISS data" function (instructions: as Video, as Cheat Sheet)
  - Create groups under the menu item "Participants" (instructions: as Cheat Sheet)
  - Creating the activity "Grouptool"/"Gruppenverwaltung" offers further advantages: self-registration, waiting lists, import / discharge based on student ID numbers (Matrikelnummern), etc. (instructions: as Video, as Cheat Sheet, further functions as Cheat Sheet)
- Do you need "groups of groups"? No problem, in TUWEL you have ...
  - the so-called "Groupings"/"Gruppierungen" (instructions: as Video, as Cheat Sheet)
  - Group work can also be discussed and worked on using web meeting tools.
  - Our tool recommendations (Zoom, GoToMeeting, TU Connect) are continuously entered here on this page.

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 excursions:**

• 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.