

### Creating Inclusive e-Learning Resources

This workshop will highlight the importance of using technology and making reasonable adjustments which will ensure that learning materials can accommodate different learning needs and styles.

By the end of this workshop participants should:

- Be more aware of the barriers to learning, the role of assistive technologies and the concept of universal curriculum design
- Have used some of the accessibility features of the Windows operating system
- Have made adaptations to MS Office documents in order to improve the accessibility of learning materials

### Using e-Portfolios for effective learning and teaching

The aim of this workshop is to explore the features of e-Portfolios, and how they can be used to support the institutional and/or learner goals. The workshop will also provide hands-on experience of using an e-Portfolio system.

By the end of this workshop participants should:

- Understand some of the main issues affecting the adoption of e-Portfolios
- Be aware of the main functions of an e-Portfolio system and how it can be used for e-Assessment purposes
- Be able to upload various types of content to the system
- Be able to create various views of a portfolio dependent upon the purpose/audience

### Introduction to Access Apps

This workshop will introduce *AccessApps* which consists of a range of open source and freeware assistive technology loaded onto a USB flash drive. These programs will run without the need to install them onto a computer and offer a range of e-Learning solutions to support writing, reading and planning as well as visual and mobility difficulties.

By the end of the workshop participants should:

- Be aware of enabling technology applications to support learning
- Be more familiar with a range of resources that are available to download to run from a USB drive
- Have had the chance to try using several resources in a supported environment
- Be aware of how to customise, download and distribute enabling technology resources

### Using Voting Systems for learning and teaching

Many colleges have invested significantly in new technologies. This may mean that you have an Electronic Voting System within your institution. This workshop will explore how these systems can be used with students to provide a fun, but very useful method of assessment. It will also cover how to design effective Objective Test questions, and use the systems to monitor student progress.

This session will use the TurningPoint Interactive Voting System (although many systems will work in a very similar manner).

By the end of this workshop participants should be able to:

- Identify the different ways a Voting system can be used with a class
- Learn how to create a short test within this system
- Gain hands-on experience of using the system with an audience
- Analyse performance through generating test reports

### Getting Smart with your Whiteboard

This workshop will focus on teaching methods using an interactive whiteboard. Participants will be shown interesting and innovative ways of engaging learners using this interactive and versatile piece of equipment.

Workshop objectives:

- To demonstrate teaching methods where value can be added by using an interactive whiteboard
- To show teaching staff how to use features of an interactive whiteboard
- To give teaching staff an opportunity to use tools available with an interactive whiteboard

### Using e-Assessment tools for effective learning and teaching

This workshop will explore the design of effective e-Assessments, as well as demonstrating how to create content using e-Assessment tools.

By the end of the workshop participants should:

- Understand how to design valid & reliable e-Assessments
- Be aware of different types of assessments
- Create assessments using a range of assessment tools
- Understand the importance of designing accessible e-Assessments

### Using MS Word for learning and teaching

This workshop will demonstrate how MS Word can provide simple solutions which can be used to add interest and interactivity to electronic documents. This enables teaching practitioners to use student centred approaches for learning and teaching.

At the end of this workshop participants should be able to:

- Create interactive learning resources
- Find and use copyright-free images
- Hyperlink text and graphics
- Add hotspots to graphics
- Create drag & drop and multi-choice exercises
- Insert a variety of objects and media

### Using MS PowerPoint for learning and teaching

This workshop will demonstrate how MS PowerPoint can be used to put together comprehensive learning packages that take account of individual needs and different learning styles. Practitioners will be shown how to create high quality resources that meet their own curriculum needs.

At the end of this workshop participants should be able to:

- Create interactive learning resources
- Control navigation through hyperlinks and hotspots
- Insert a variety of objects and media
- Use animation techniques
- Have an understanding of the importance of creating accessible learning and teaching resources

### Creating e-learning resources using Wimba Create (CourseGenie)

This workshop will introduce participants to software (Wimba Create) which will help them to create electronic, interactive learning and teaching materials. Using Wimba Create enables the transformation of material in a Word document into a dynamic online course. From one Word document you can generate a set of web pages, including navigation, interactive features and self test questions.

By the end of the workshop participants should be able to use Wimba Create to:

- Create interactive learning resources
- Create hyperlinks to websites and other e-resources
- Insert a variety of objects and media, including images, flash objects and video
- Create hyperlinks to websites and other e-resources
- Create e-assessments

Note: this workshop requires Wimba Create software to be available in the PC lab being used.

### eSkills for eLearning (updated)



eSkills for eLearning consists of eight half-day (three hour) workshops designed to cover the essential skills and knowledge which are needed by teaching practitioners to enable them to use technology for learning & teaching.

An updated course will be available from 2010 in a new blended format and will include the following modules:

- An Introduction to e-Learning
- e-Resources and Copyright
- Creating Interactive Resources (1)
- Designing an Inclusive Curriculum
- Creating Interactive Resources (2)
- e-Assessment
- Online Communications & e-Tutoring

### An introduction to Web 2.0 for learning and teaching

This workshop will introduce participants to the wide range of Web 2.0 applications available and their potential to transform and enhance the way we learn and teach.

The workshop will provide participants with the opportunity to communicate, create and share resources using:

- Blogs
- Wikis
- Social Bookmarking

Participants will also be provided with an overview of a range of other Web 2.0 applications such as media sharing, RSS feeds, and social networking software.

### Bank on Success: e-Assessment Project

This course offers practical training to develop assessment writing skills. In exchange for a free workshop, participants will be asked to write 2 sets of 10 e-Assessment questions which will be shared with the sector.



By the end of the session participants should

- Have gained an understanding of the benefits and issues surrounding the creation of pedagogically sound e-Assessments
- Gained an overview of e-Assessment tools, local projects and resources
- Gained experience of creating e-Assessment questions
- Gained experience of using e-Assessments in a Virtual Learning Environment

[http://www.rsc-sw-scotland.ac.uk/bank\\_on\\_success/examples.htm](http://www.rsc-sw-scotland.ac.uk/bank_on_success/examples.htm)

The RSC offer a number of workshops which can be delivered in your institution. This brochure gives a brief outline of our current workshop portfolio. Our workshops are also regularly scheduled at the RSC training facilities. We also host workshops provided by other JISC services and external training providers.

Up to date details of our workshops and events can be found on our website:

<http://www.rsc-sw-scotland.ac.uk/events.htm>

### **Train the Trainer Model**

The RSC offer a number of our workshops using a "Train the Trainer" model. This enables our supported institutions to roll-out workshops from our portfolio which can be delivered by their own staff in their own institution. The RSC will supply workshop training materials as well as advice and support on implementing the workshop.

For further information on workshops or training, please contact:

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0141 585 0022

### **Managing Digital Resources**

This workshop will introduce the concept of a digital repository as well as providing hands-on experience of using intraLibrary (the provider of the Repository for Scotland's Colleges and Jorum).

By the end of this workshop participants should:

- Have an understanding what a digital repository is
- Be aware of the main functions of a digital repository
- Have experience of adding learning materials to a digital repository
- Have experience of searching and retrieving learning materials from a digital repository

### **e-Resources & Copyright**

A wealth of electronic resources now exist which can enhance learning and teaching. This workshop will explore some of the e-Resources available. It will also highlight some legal issues effecting practitioners in the context of learning and teaching, particularly those of IPR & copyright.

By the end of this workshop participants should:

- Be familiar with JISC resources and collections
- Be able to find useful e-Resources for their subject area
- Understand the basics of copyright legislation and how to avoid breaching copyright
- Be able to find copyright-free resources

### **eSkills for LRC Staff**

This workshop is aimed primarily at staff based in learning resource centres. The workshop aims to familiarise participants with the essential skills for using technology effectively in a learning and teaching environment.

By attending this workshop participants should:

- Be aware of the range of e-Content available for learning and teaching
- Have an understanding of the basics of copyright legislation and how to avoid breaching copyright
- Be familiar with the main tools of VLEs
- Have an understanding of social software and web 2.0 tools and how these tools could be used in a learning and teaching environment

### **Using Images for learning and teaching**

This workshop will demonstrate the importance of using images in a learning and teaching environment. Participants will gain hands-on experience of sourcing and using images to create an engaging learning and teaching resource.

By the end of this workshop participants should:

- Be aware of sources of copyright free or approved image collections
- Have an understanding of the Creative Commons Initiative
- Have an awareness of the availability of specialist help with digital content
- Have created digital content using copyright free or approved images



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# Workshop Portfolio 2009—2010



Tune in Tuesdays for 20 minutes of "JISC in time" training!  
[www.rsc-sw-scotland.ac.uk/rsctv/RSCtv.htm](http://www.rsc-sw-scotland.ac.uk/rsctv/RSCtv.htm)



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