

## Foundations of Learning and Teaching Online Essential Concepts

*Learning, Teaching and Technology Services*

**Dates:** 16<sup>th</sup> May – 24<sup>th</sup> June, 2016

**Duration:** 5 weeks

**Mode(s) of delivery:** Online

**Workload:** Minimum of 15 hours over a 5-week period

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### **Introduction**

This course is designed to help participants develop experience in, and a working understanding of successful online teaching pedagogies that can be applied to their own teaching contexts. The course provides a practically and pedagogically focused foundation for participants to begin teaching online for the first time, or, for experienced teaching staff, to improve the effectiveness of their existing online teaching practice. The content, structure, activities and design of the course reflects the progress of teaching through a standard term and engages participants in an action learning approach to improve the effectiveness of their teaching, through reflection and practical activities that encourage teachers to take their experiences back into their own classrooms.

At the conclusion of the course, participants who have met specified requirements receive a ***Certificate of Attainment***.

### **Learning and Teaching Process**

Participants will use a range of learning technologies during FoLTO, which will give them the experience and capability to apply these in their own online teaching contexts. The course focuses more on the pedagogical and instructional aspects of using particular technologies in teaching, rather than a purely technical 'how to' guidance.

The course is facilitated by experienced Academic Teachers who are experts in particular areas of content and are familiar with the role and expectations of online facilitators and educators.

The course will be taught wholly online within the 'Moodle' Learning Management System and related systems and tools. Participants are required to have regular access to the Internet through a cable or

broadband connection. A webcam and headset microphone are also recommended.

## **Participants**

The course is aimed at participants teaching in vocational and higher education contexts who are new to teaching online or blended environments, or, experienced teaching staff who would like to improve the effectiveness of their existing online teaching practice. The course is a professional development activity for teachers, trainers and facilitators in the Colleges, Schools and academic departments at Navitas.

## **Weekly study pattern**

Participants are expected to commit a minimum of 15 hours over the 5-week period. Each week, participants will engage in activities such as reading and research, participating in a variety of online activities, both synchronous and asynchronous, submitting material for feedback and providing feedback to other participants.

It is expected that participants will be actively engaging in activities each week of the course.

## **Learning Outcomes**

On successful completion of this course, participants will be able to:

- Implement a range of online teaching strategies to engage students in learning
- Apply skills in the use of learning technologies
- Build an online learning community
- Model best practice based in online learning and teaching, drawing on theoretical frameworks
- Reflect on the experience of being a student in an online learning environment

## **Requirements**

In order to receive a **Certificate of Attainment**, participants must complete each of the following requirements:

- Participate effectively in all required activities as outlined in the course
- Complete Learning Goals at the beginning of the course, as well as submit an analysis of your reflections on meeting your learning goals at the end of the course
- Participate in/view each of the live sessions as well as complete corresponding activity

- Be active in the online class space each week during the course (three times each week is recommended)
- Through participation in FoLTO activities, provide evidence of applying knowledge and skills gained from FoLTO in their own teaching environment

**Effective participation:**

- Response to the discussion/question/topic, which demonstrates that the learning outcomes for the course are being met
- Constructive response to other participants' contributions (i.e. in discussion posts, synchronous sessions etc.) by, for example asking a question, offering encouragement, posing alternate perspectives, etc.

**FoLTO Framework**

*FoLTO – Essential Concepts*, is a foundation course about learning to teach online. Other FoLTO modules, which focus on specific aspects of the online learning and teaching process, are also available and are offered across the year. These 4 week modules are:

- FoLTO – Assessment, Marking and Feedback
- FoLTO – Engagement and Motivation

## Course Structure FoLTO – Essential Concepts

Topic	Topic Name	Content	Learning Objectives	Learning Technologies
1	Introduction to Learning & Teaching Online	<ul style="list-style-type: none"> <li>Why is Online Teaching Important</li> <li>Salmon's 5-stage model</li> <li>The Role of the Online Teacher</li> </ul>	<p>On successful completion of this topic, participants should be able to:</p> <ul style="list-style-type: none"> <li>Demonstrate awareness of the importance of learning to teach online</li> <li>Discuss the Salmon 5-stage model of online teaching</li> <li>Demonstrate understanding of the role of the online teacher</li> <li>Identify strategies related to participating in synchronous sessions</li> </ul>	<p>Moodle Discussion Forum Blackboard Collaborate</p>
2	Challenges in Learning & Teaching Online	<ul style="list-style-type: none"> <li>Stage 2 – Online Socialisation</li> <li>Challenges in Learning &amp; Teaching Online</li> </ul>	<p>On successful completion of this topic participants should be able to:</p> <ul style="list-style-type: none"> <li>Identify challenges of learning and teaching online</li> <li>Explore theory on building an online learning community</li> <li>Work together in groups</li> </ul>	<p>Moodle Discussion Forum Blackboard Collaborate Wiki</p>
3	Strategies for Success in Learning & Teaching Online	<ul style="list-style-type: none"> <li>Stage 3 – Information Exchange</li> <li>Asynchronous Learning</li> <li>Synchronous Learning</li> <li>Strategies for Success in Online Learning &amp; Teaching</li> </ul>	<p>On successful completion of this topic participants should be able to:</p> <ul style="list-style-type: none"> <li>Discuss asynchronous and synchronous learning</li> <li>Identify strategies for success in online learning &amp; teaching</li> </ul>	<p>Moodle Discussion Forum Blackboard Collaborate Wiki</p>
4	Applying Skills in Learning & Teaching Online	<ul style="list-style-type: none"> <li>Stage 4 – Knowledge Construction</li> <li>Engagement Strategies</li> <li>Applying Skills in Learning &amp; Teaching Online</li> </ul>	<p>On successful completion of this topic participants should be able to:</p> <ul style="list-style-type: none"> <li>Apply skills in learning &amp; teaching online</li> <li>Demonstrate awareness of engagement strategies</li> </ul>	<p>Moodle Discussion Forum Blackboard Collaborate Wiki</p>
5	Reflecting on	<ul style="list-style-type: none"> <li>Stage 5 – Development</li> </ul>	<p>On successful completion of this topic</p>	<p>Moodle</p>

	Learning & Teaching Online	<ul style="list-style-type: none"> <li>Evaluating your Teaching Practice</li> </ul>	participants should be able to: <ul style="list-style-type: none"> <li>Demonstrate an understanding of Salmon's 5-stage model</li> <li>Evaluate their online teaching practice</li> </ul>	Discussion Forum Blackboard Collaborate
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**More information**

For more information about the Foundations of Learning and Teaching Online suite of courses, including costs and registration, please contact:

Christina Del Medico – *Senior Academic Developer*  
 Email: [Christina.Delmedico@navitas.com](mailto:Christina.Delmedico@navitas.com)