

Audio-visual materials in the learning process

Course guide

Teachers:

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Course summary:

This is an on-line course using the learning management system—Moodle. The learning management system is used for content provision, content generation and sharing, communication, testing, assignment uploading, etc. The course focuses mainly on acquiring new practical skills and using the developed audio-visual materials in own work.

The main audience of the course is vocational teachers, students in VET and HE, but it can be useful for any teacher in other education structures. Good English language skills, as well as at least basic digital skills and an interest in developing these skills, are expected for the successful acquisition of the course.

The course lasts for 5 weeks and requires around 6 hours of work per week.

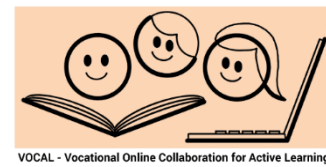
Learning outcomes of the course:

The course participant who will successfully pass this course will achieve the following learning outcomes:

- acquired new IT knowledge and skills;
- prepared and used AV materials and aids;
- personalized own learning environment by using the IT and the experience of colleagues from other countries in creating and using training tools.

Learning material consists of:

1. references to the internet resources;
2. literature, workshops, and presentations;
3. practical tasks—preparing audio-visual materials, tests;
4. training material;
5. discussion forum;
6. online collaboration tools;
7. additional interesting and useful tools (applications) used in the course.



At the end of the 5 weeks learners will have:

1. created individual audio-visual materials on each of the current topics;
2. received individual review of the existing competencies at the beginning of the course and of the new competencies at the end of the course (analysing the benefits of course) by using the online collaboration tools;
3. collaborated with colleagues: offering one of own course samples for peer assessment and evaluating others' samples, by using the online collaboration tools;
4. developed an individual plan for integrating the acquired skills into the development of own curriculum;
5. participated in discussions (in the forum) about problems and their possible solutions in the development of AV materials and their use in the learning process in vocational schools.

The main course topics and assignments are:

Content (Topics)	Study week	Meetings/lectures	Assignments
Introduction	1	Text materials	1. Self-assessment-1 on the padlet 2. Engagement in forum discussions
Narrated Slides	1 - 2	Text materials Workshop Video materials	1. Analysis of the given slides—quiz 2. Training 3. Self-made narrated presentation
Screencasting	3 - 4	Text materials Workshop Video materials	1. Quiz about screencasting 2. Self-made screencast
AV materials as teaching aids	5 - 6	Text materials Collaborative online tools Workshops	1. Presentation of the best student works, given for assessment by colleagues 2. Peer reviews to presented samples on the padlet 3. Development plans for integrating AV materials in the learning process 4. Forum discussions



Assessment strategy and evaluation criteria:

Assignment	Criteria	Weight	Total of the final mark
Self-assessment <i>(Introduce yourself!)</i>	Reflection on current experience with AVM Viewed or participated	Clarifying the current situation	5 %
Evaluation of 3 examples	Quiz done	Clarifying the need for narration	5%
Training and feedback	Reflection on current experience with narrated presentation. Viewed or participated	Briefly evaluation of training	5%
Self-made narrated presentation	Done successfully	New experience - narration	20%
Quiz about the screencasting <i>(Understanding screencasting)</i>	Quiz done	Understanding the basic principles of screencast	5%
Self-made screencast	Done successfully	New experience - screencast	20%
Peer review <i>(Exposition of our best works)</i>	Engagement with own sample/review	Collaboration, evaluation	10%
Development plans	Acceptable vision	Change strategy	20%
Engagement in forum discussions <i>(Pros and cons of AVM in vocational education)</i>	Course evaluation, self-assessment	Analysis	10%
Total:			100 %