

Report on the Workshop on “Preparation of Open and Distance Learning Materials using modern Information and Communication Technology - Easy Now”

Workshop details

Date: 8-11 February 2010

Time: 8.30 am – 5.00 pm

Venue: Educational Technology Division
Open University of Sri Lanka
Sri Lanka

Organiser and the sponsor: Commonwealth Educational Media Centre for Asia (CEMCA)

Background

The Commonwealth Educational Media Centre for Asia (CEMCA), New Delhi is a centre established by Commonwealth of Learning (COL), Vancouver, British Columbia, Canada for the purpose of co-operation among the Asian Countries of the Commonwealth in enhancing the capabilities in distance teaching.

CEMCA has been organising capacity building workshops at the Open University of Sri Lanka (OUSL) for the past decade and build up a close working relationship with the OUSL.

In 2008 and 2009, CEMCA organized capacity building workshops on “Preparation of Open and Distance Learning Materials using modern Information and Communication Technology” – (EasyNow) for the academic staff of the OUSL.

This year too, CEMCA, organized the workshop on “Preparation of Open and Distance Learning Materials using modern Information and Communication Technology - Easy Now” for the third time for the academic staff of the OUSL. This time the participants were from two faculties: Humanities and Social Studies (HSS) and the Natural Sciences (NSc).

Objectives of the workshop

The objective of this workshop is to

- Develop the competency among the academic staff members to develop multiple deliverables (web-based lesson, Classroom video, slide shows, text to audio, etc) from a single electronic source (from a self-instructional lesson) using open source softwares tools.

Learning Outcomes of the workshop

At the end of the workshop

- to develop four movies (two per faculty) integrating video clips, audio clips, images and text (Group activity – Faculty-wise)
- to develop web-based lessons

Participants

There were 14 academic staff members nominated from two faculties (see Annex I for the list of participants).

Structure of the Training Workshop

The workshop was scheduled for four days from 8-11 February 2010 (see Annex II for the schedule).

The workshop was facilitated by Mr V. Krishnamoorthy and Ms. R Vemragu from CEMCA.

A CD on EasyNow was distributed to the participants at the registration. Additional Resources developed by Mr V Krisjnamoorthy were made available during the workshop from the CEMCA website (www.cemca.org).

Strategy adopted

Advance preparation on the part of the each participant

Each participant was requested to bring soft copies of the following

1. a session that they have already prepared as a self-instructional material (preferably of 1500 – 2000 words with relevant graphics, illustrations, tables, video clips etc.).
2. a power point slide presentation on the relevant topic
3. a video script or a synopsis to record a 2 minute video clip
4. an audio script to record narration to enhance the power point slides.

Expected Deliverables and Timeframe

The expectation of the workshop was to develop five modes of delivery (group work) at the end of the workshop

- Web-based lesson
- Classroom video presentation
- Enriched video presentation (slide show)
- Audio
- Lesson for visually handicapped persons.

Achievements of the OUSL

As a result of this workshop

- 14 academic staff members developed the capacity to produce enriched productions using open source softwares
- Developed 6 courses (each with 3 delivery formats - text mode, video mode and slide shows) and uploaded to the CEMCA site - <http://eduframe.net/OUSLEASYNOW/> (See Annex III for the Titles of the programme).

Benefits to the OUSL from the workshop

- Developed the capacity of 14 academic staff members to produce enriched productions using open source softwares and these staff members would be the Master Trainers for future in-house workshops.
- Developed 6 courses each with 3 delivery formats which can be used as online learning resources
- Since the software is compatible with the learning management system (LMS) of the OUSL, these developed lessons could be easily uploaded to the LMS as a learning resource

Evaluation of the workshop

All the participants indicated that the workshop was interesting and they enjoyed learning the basics using open source softwares. They also indicated that they need time to practice what they have learnt and to become experts. Feedback from the participants are given below:

Day	What they learnt	What they liked	What was difficult
1	<ul style="list-style-type: none"> • to work in groups • open office software • convert word document into html (basics) using notepad and open office • insert pictures, colours, buttons and tables 	<ul style="list-style-type: none"> • Notepad • Use of html code modifications and watch the effects to the document • Open office 	<ul style="list-style-type: none"> • Different html codes • Locating the place in the html text and marking them with relevant codes • Editing in notepad (aligning the text or figures) • Inserting and editing tables • Hyperlinking • Adding buttons • Adding images
2	<ul style="list-style-type: none"> • To convert text into audio • To record, edit and add special effects to audio clip using audacity • Make a streaming audio - mp3 conversion 	<ul style="list-style-type: none"> • Like recording the voice and audio editing • How to add effects into audio • Video filming 	<ul style="list-style-type: none"> • Video production was a bit complicated • Uploading the audio into html file • Not clear about yahoo media player and playing html audios • To insert mp3 music into recorded voice in audacity

	<ul style="list-style-type: none"> • Produce a video 		<ul style="list-style-type: none"> • To do a quality recording inside the class • Sometimes some of the explanations on audacity were too quick
3	<ul style="list-style-type: none"> • To present a lecture in a studio • Insert music, voice into power point slides and creating a slideshow using movie maker 	<ul style="list-style-type: none"> • Insert voice into powerpoint slides • Using movie maker 	<ul style="list-style-type: none"> • Bit nervous to face the camera • Sometimes some of the explanations were too fast

Suggestions for improvement

1. It would be better to extend the period of the workshop from 4 days to 5 days to cover all the topics and to deliver the outputs. Some of the presentations were completed after the workshop as the participants did not have adequate time to complete their productions.
2. It would be better to present individual presentations in addition to group presentations so that all the participants will know how to do the productions alone.
3. The content should be explained slowly and repeat if necessary, for the benefit of slow learners.

Future Direction

The Educational Technology Division is planning to conduct EasyNow workshop with the assistance of the academic staff who have already been trained on EasyNow techniques.

Acknowledgments

This capacity building training workshop was sponsored by the CEMCA.

Annex I – List of participants

Faculty	Group	Department	Participants
HSS	1	Language Studies	Dr K Warnapala Ms M Kodithuwakku Ms J Pullenayagam Mr L Medawattegedara
	2	Social Studies	Ms K L E Karunadasa Ms G T Madubashinie Ms P Perera
NSc	1	Botany	Dr D Weerahewa Dr S Somaratene
		Zoology	Ms K C Weerakoon Ms C D Jayasinghe
	2	Mathematics and Computer Science	Mr S R Gnanapragasam Ms C Welivita
		Physics	Mr J V P Fernando

Annex II – Workshop Schedule



Day I: Monday, February 8th, 2010

Session	Time	Theme	Expert participation
	0815	Registration	
One	830-930-	Inauguration	OUSL Representatives, About CEMCA By Ms. Rukmini Vemraju
	930 - 945	Tea Break	
	1000-1100	Introduction of Participants	Pre-Workshop Expectations (Fill Form) Ms. Rukmini Vemraju
Two	1130-1200	General Introduction to EasyNow	V Krishna Moorthy (Discussion cum Lecture)
Three	1200-1330	Multiple Deliverables / Open Source software/Current trends – An introduction	Mr. Krishna Moorthy (Lecture cum Demonstration)
	1330-1430	Lunch Break	
Four	1430-1500	Division of Participants into groups and submission of group wise finalised topics)	Mr. V. Krishna Moorthy Ms. Rukmini Vemraju (Co-ordination & Guidance)
Five	1500-1530	Textual document handling and delivery modes (New documents and existing documents)	Mr. V. Krishna Moorthy (Lecture) Intro to http://w3schools.com/
	1530-1545	Tea Break	
Six	1545-1645	Textual document handling and delivery modes (continued)	Mr. V. Krishna Moorthy Lecture/Hands on Software: Open Office writer New Version/Adobe Reader
	1645- 1700	Wrap-up	Ms. Rukmini Vemraju Mr. V. Krishna Moorthy

Learning Outcomes: Creation of Educational content for Textual Delivery

Home Work: Convert your Script to html/Pdf



Workshop on EasyNow

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OUSL, Sri Lanka



Day II, Tuesday, February 9th, 2010

Session	Time	Theme	Expert participation
Seven	0900-1030	Video Recording Enriching Video (Discussions)	Mr. V. Krishna Moorthy Ms. Rukmini Vemraju (Parallel Session)
	1030-1045	Tea Break	
	1045-1230	Video Recording Enriching Video (Discussions)	Mr. V. Krishna Moorthy Ms. Rukmini Vemraju (Parallel Session)
Eight	1230- 1300	Audio recording, Editing, various formats- Part I	Krishna Moorthy Rukmini Vemraju (Lecture)
	1300- 1330	Audio recording, Editing, various formats- Part II	Mr. V Krishna Moorthy Ms. Rukmini Vemraju (Lecture/Hands on) Software: Audacity/Lame_inc
	1330- 1430	Lunch Break	
Nine	1430- 15:30	Creating Streaming Slide Shows – Part I	Mr. V. Krishna Moorthy (Lecture)
	1530-1545	Tea Break	
	1545- 1615	Creating Streaming Slide Shows – Part II	Mr. V. Krishna Moorthy (Lecture/Hands on) Software: Audacity Open Office- Presenter/power point / Window Movie Maker
Ten	1615- 1645	ODL Formats	Distribute EasyNow Format/Objects Ms. Rukmini Vemraju
	1645- 1700	Wrap-up	Ms. Rukmini Vemraju Mr. V. Krishna Moorthy

Learning Outcomes: Creation of Audio Educational content streaming Slide shows
Delivery

Home Work: Prepare Lesson Audio/ Slide shows



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Day III Wednesday, February 10th, 2010

Session	Time	Theme	Expert participation
Eleven	0900-1015	Participants' comments on Group-work experience, bottlenecks, suggestions, etc. Practical solutions to problems experienced.	Ms. Rukmini Vemraju Mr. V. Krishna Moorthy
	1015-1030	Tea Break	
Twelve	1030-1215	Video Editing and preparing Streaming Video – Part – I	Mr. V. Krishna Moorthy (Lecture)
Thirteen	1215-1330	Video Editing and preparing Streaming Video – Part - II	Mr. V. Krishna Moorthy (Lecture/Hands on) Software: All to AVI/ Window Movie Maker/MP4
	1330-1430	Lunch Break	
Fourteen	1430-1530	Group Work(Text/ODL/Magnification/ Audio /Slide Show preparations) – Part I	Mr. V. Krishna Moorthy & (Lecture/ Hands on) Ms. Rukmini Vemraju Software: EasyNow Magnify/ODL
	1530-1545	Tea Break	
	1545-1645	Group Work(Text/ODL/Magnification/ Audio /Slide Show preparations) – Part II Text to Speech Technologies	Mr. V. Krishna Moorthy & (Lecture/ Hands on) Ms. Rukmini Vemraju Software: Sites supporting TTS,Window-based TTS
	1645-1700	Wrap-up	Ms. Rukmini Vemraju Mr. V. Krishna Moorthy

Learning Outcomes: Creation of Streaming Video of Educational content/ Enriching the classroom experience/ Text to Speech

Home Work: Prepare Lesson in Text to Audio form/ Video for



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Day IV Thursday, February 11th, 2010

Session	Time	Theme	Expert participation
Fifteen	0900-1015	Finalisation of Group work for enriched Video presentations/ Learning Video Rendering	Mr. V Krishna Moorthy (Guidance)
	1015-1030	Tea Break	
Sixteen	1030-1130	Finalisation & submission of Text Mode in ODL format	Ms. Rukmini Vemraju
Seventeen	1130-1330	Achieving multiple delivery modes and uploading presentations on the web/ Indexed Video on demand/On Mobile Phones	Mr. V. Krishna Moorthy (Lecture) Software: EasyNow Codes
	1330-1430	Lunch Break	
Eighteen	1430-1530	Question/ Answer Session: Clarification of Doubts	Mr. V. Krishna Moorthy & Ms. Rukmini Vemraju
	1530-1545	Tea Break	
Nineteen	1545-1615	Collection of Participatory Feedback forms	Ms. Rukmini Vemraju
	1615-1645	Group wise Presentations/ Comments	Mr. V Krishna Moorthy (Lecture) Mr. V. Krishna Moorthy
	1645-1700	Valedictory and distribution of Certificates	Ms. Rukmini Vemraju Mr. V. Krishna Moorthy

Learning Outcomes: Learn Net streaming/ Uploads/ Grouping your Lesson for Indexed Video on Demand/Photo Gallery

Home Work: ODL form of Lessons Delivery/Final versions of Text/Audio/Slide/Classroom Video/Enriched Video Deliveries

Annex III – Title of the programmes

Faculty	Group	Department	Participants	Title of the Programme - Text/Vdeo/Slide show
HSS	1	Language Studies	Dr K Warnapala Ms M Kodithuwakku Ms J Pullenayagam Mr L Medawattegedara	1. A closure Look at T.S. Eliot 2. Out Out : A poem by Robert Frost
	2	Social Studies	Ms K L E Karunadasa Ms G T Madubashinie Ms P Perera	3. Gender Development: Women abuse
NSc	1	Botany	Dr D Weerahewa Dr S Somaratene	4. Horticulture: Features of Some Flowers
		Zoology	Ms K C Weerakoon Ms C D Jayasinghe	5. Ecology: An Introduction
	2	Mathematics and Computer Science	Mr S R Gnanapragasam Ms C Welivita	6. Electronics: Operational Amplifier
		Physics	Mr J V P Fernando	

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