

ONLINE TEACHING

Step-by-Step Guide for Instructors



UNIMAS ONLINE TEACHING

Step-by-Step Guide for Instructors



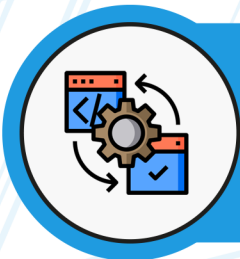
STEP 1

Comprehend the
UNIMAS Blended
Learning (Substitution)
Guidelines



STEP 2

Set Up an eLEAP
Course Page



STEP 3

Comprehend eLEAP
Tools and External
Tools



STEP 4

Comprehend Online
Teaching Pedagogies



STEP 5

Design the Online
Teaching



STEP 6

Design the Online
Assessment



STEP 7

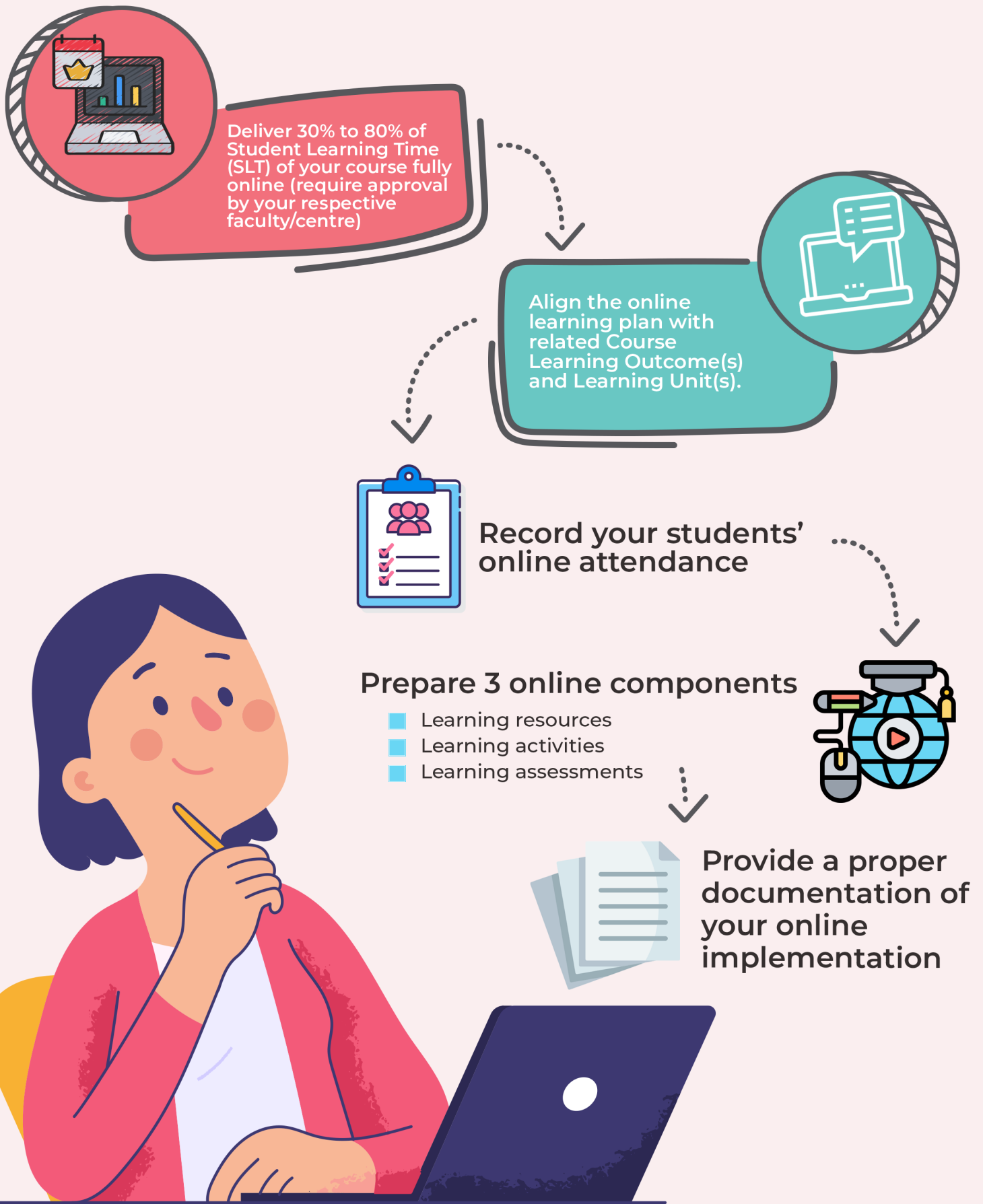
Actualise the Design



UNIMAS ONLINE TEACHING

STEP 1 : Comprehend the UNIMAS Blended Learning (Substitution) Guidelines

Blended Learning (Substitution) Guidelines



UNIMAS ONLINE TEACHING

STEP 2 : Set Up an eLEAP Course Page

e-Learning Enrichment and Advancement Platform (eLEAP)
UNIMAS official online learning platform

Manage your



Learning
Resources



Learning
Activities



Learning
Assessments



Learners

Incorporate links to external tools into your eLEAP course page



UNIMAS ONLINE TEACHING

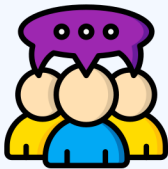
STEP 3 : Comprehend eLEAP Tools and External Tools

1. LEARNING RESOURCES / INFORMATION



eLEAP Tools

1. Book
2. File
3. Folder
4. Label
5. URL



External Tools

1. Youtube
2. Powtoon, Prezi, WeVideo
3. SoundCloud
4. Microsoft PowerPoint, Google Slides, Slideshare, HaikuDeck, Speaker Deck
5. Microsoft One Drive, Google Drive, Dropbox
6. Microsoft PowerPoint Recording, Screencast-O-Matic, VideoScribe
7. Zoom, Microsoft Teams, Skype, Webex, LifeSize
8. OpenLearning, Khan Academy, Edmodo, Coursera, Udemy, EdX, Google Classroom
9. Facebook, Instagram, Twitter, Pinterest, Flickr

2. LEARNING ACTIVITIES

eLEAP Tools

1. Chat
2. Choice
3. Database
4. Feedback
5. Forum
6. Glossary
7. Group Self-Selection
8. H5P
9. Journal
10. Questionnaire
11. Wiki

External Tools

1. Padlet, Wakelet, Lino, Blendspace
2. Mentimeter, Wooclap, AhaSlides
3. Dotstorming, AnswerGarden
4. Google Form, Microsoft Form
5. Flipgrid
6. Popplet, Coggle, easel.ly, Mindmeister

3. LEARNING ASSESSMENT

eLEAP Tools

1. Assignment
2. Quiz
3. Workshop
4. Turnitin Assignment

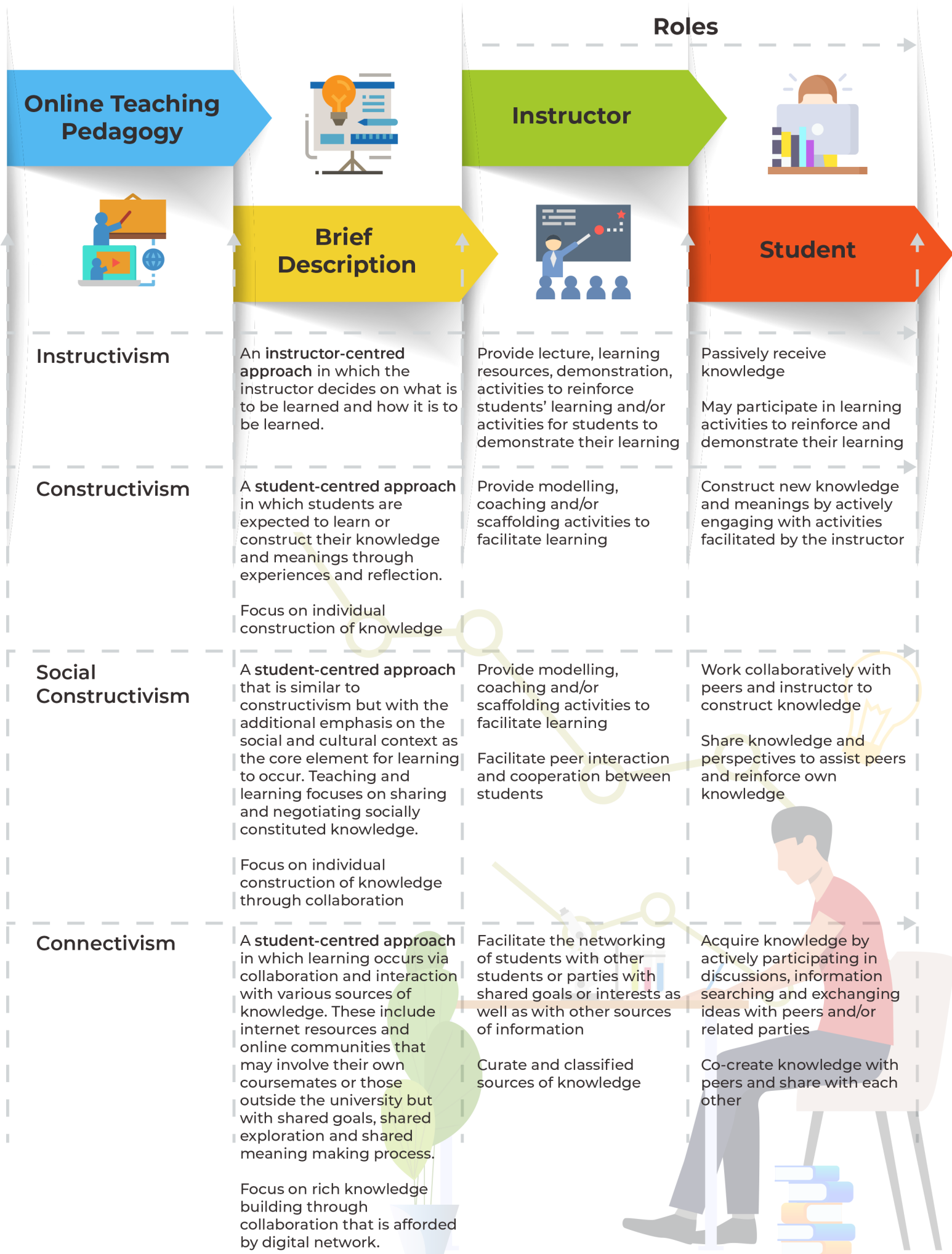
External Tools

1. Socrative
2. GoFormative
3. Kahoot, Quizziz, Quizlet, Gimkit, Poll Everywhere, EdPuzzle



UNIMAS ONLINE TEACHING

STEP 4 : Comprehend Online Teaching Pedagogies



UNIMAS ONLINE TEACHING

STEP 5 : Design the Online Teaching

SYNCHRONOUS ONLINE LEARNING

1. Real time
2. Instructor and students present virtually at the same time at different locations.
3. Feasible when all students have strong internet connection.

For further information, please visit this links : https://is.gd/Synchronous_Tips



ASYNCHRONOUS ONLINE LEARNING

1. Does not occur in real time
2. Done on students' own time and at their own pace
3. Recommended when not all students have strong internet connection

For further information, please visit this links : https://is.gd/Asynchronous_Tips



SIX (6) IMPORTANT CONSIDERATIONS

1. Students' internet accessibility
2. Students' time zone
3. Alignment with Course Learning Outcome(s)
4. Keep students' updated
5. Decide on an appropriate online pedagogy(ies) for your subject matter
6. Produce a Blended Learning (Substitution) implementation plan



TEACHING STRATEGIES AND ONLINE COMPONENTS FOR EACH PEDAGOGY



INSTRUCTIVIST

TEACHING STRATEGIES

Direct teaching,
Lecture-based lesson



CONSTRUCTIVIST

TEACHING STRATEGIES

Problem-Based Learning,
Experimentation,
Inquiry-Based Learning,
Case-Based Learning,
Game-Based Learning



SOCIAL CONSTRUCTIVIST

TEACHING STRATEGIES

Problem-Based Learning,
Experimentation,
Project-Oriented
Problem-Based Learning,
Team-Based Learning,
Game-Based Learning,
Gamified Learning,
Challenge-Based Learning



CONNECTIVIST

TEACHING STRATEGIES

Online Peer Network,
Service-Based Learning,
Work-Based Learning

LEARNING RESOURCES

Provide resources such as
lecture materials,
additional references,
demonstrations and so
forth in any appropriate
media format (text, image,
audio, video, animation)

LEARNING ACTIVITIES

Provide activities to
facilitate students in their
knowledge construction

Provide modelling,
coaching and scaffolding
activities to guide
knowledge discovery

LEARNING ACTIVITIES

Provide activities to
facilitate students in their
knowledge construction
through collaboration and
interaction

Provide modelling,
coaching and scaffolding
activities to guide
knowledge discovery

LEARNING ACTIVITIES

Utilise social network
extensively

LEARNING ACTIVITIES

Reinforcement of what
had been delivered

Formative assessment to
gauge students'
understanding

LEARNING RESOURCES

Guiding resources

Resources curated by
students

Constructed knowledge
shared by students

LEARNING RESOURCES

Guiding resources

Resources curated by
students

Constructed knowledge
shared by groups of
students

LEARNING RESOURCES

Curated and classified
sources of knowledge

Co-created knowledge
shared by students

LEARNING ASSESSMENT

Evidence of acquisition of
delivered knowledge

LEARNING ASSESSMENT

Evidence of knowledge
constructed by students

LEARNING ASSESSMENT

Evidence of knowledge
constructed by individual
student or groups of
students

LEARNING ASSESSMENT

Evidence of rich
knowledge building
through collaboration



UNIMAS ONLINE TEACHING

STEP 6 : Design the Online Assessment

eLEAP QUESTION TYPE



Multiple
Choice



Matching



Select
Missing Word



Drag and
Drop



True or
False



Short
Answer



Essay



Numerical



Embed
Media



MAJOR STEPS TO SET-UP QUIZ

1. Set general instructions and Quiz properties
2. Add questions
3. Preview the Quiz
4. Inform Your Students



SPECIAL TIPS!

- Randomise questions
- Shuffle answer options
- Disable "Copy and Paste" function



UNIMAS ONLINE TEACHING

STEP 7 : Actualise the Design

eLEAP Guide for Instructors

https://is.gd/eleap_acad_guide



Online Learning Video Compilation

https://is.gd/unimas_olcompilation



VIDEO RESOURCES

YouTube

<https://www.youtube.com>

Vimeo

<https://vimeo.com>

Dailymotion

<https://www.dailymotion.com/my>



SCREEN RECORDING

Power Point Recording

https://is.gd/MS_PowerPoint

Screencast-O-Matic

<https://is.gd/ScreencastOMatic>

VideoScribe

<https://is.gd/VideoScribe>



ANIMATION VIDEO

Microsoft Stream

https://is.gd/microsoft_stream

Powtoon

<https://is.gd/Powtoon>

Biteable

<https://biteable.com>

Prezi Video

<https://prezi.com/video>

Vyond

<https://www.vyond.com>

VideoScribe

<https://www.videoscribe.co/en>

Adobe Animation

https://is.gd/A_Animation

Animaker

<https://www.animaker.com>



VIRTUAL CONFERENCING

Zoom

<https://zoom.us>

Microsoft Teams

https://is.gd/Microsoft_Teams

Lifesize

<https://www.lifesize.com>

Skype

<https://www.skype.com/en>

Webex

<https://www.webex.com>



ONLINE EDUCATIONAL PLATFORM

OpenLearning

<https://www.openlearning.com>

Khan Academy

<https://www.khanacademy.org>

Edmodo

<https://new.edmodo.com>

Coursera

<https://www.coursera.org>

Udemy

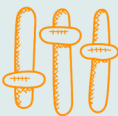
<https://www.udemy.com>

EdX

<https://www.edx.org>

Google Classroom

<https://classroom.google.com>



AUDIO RECORDING

SoundCloud

<https://soundcloud.com>



PRESENTATION

Google Slides

https://is.gd/Google_Slides

SlideShare

<https://www.slideshare.net>

Haikudeck

<https://www.haikudeck.com>

Speaker Deck

<https://speakerdeck.com>

Prezi

<https://prezi.com>



SOCIAL NETWORKING

Facebook

<https://www.facebook.com>

Twitter

<https://twitter.com>

Instagram

<https://www.instagram.com>

Pinterest

<https://www.pinterest.com>

Flickr

<https://www.flickr.com>

Whatsapp

<https://www.whatsapp.com>

YouTube

<https://www.youtube.com/>

Telegram

<https://telegram.org>

Tumblr

<https://www.tumblr.com>



DOCUMENT SHARING

Microsoft One Drive

https://is.gd/MS_OneDrive

Google Drive

<https://www.google.com/drive>

Dropbox

<https://www.dropbox.com>





DISCUSSION, BRAINSTORMING

Padlet
<https://ms.padlet.com>
Wakelet
<https://wakelet.com>
Lino
<https://en.linoit.com>
Mentimeter
<https://www.mentimeter.com>
WooClap
<https://www.wooclap.com>
AhaSlides
<https://ahaslides.com>
Dotstorming
<https://dotstorming.com>
AnswerGarden
<https://answergarden.ch>
FlipGrid
<https://info.flipgrid.com>



VIDEO EDITING

WeVideo
<https://www.wevideo.com>
Clideo
<https://clideo.com>
VideoScribe
<https://www.videoscribe.co/en>
Filmora by Wondershare
https://is.gd/Filmora_WS



CONTENT CURATION

Blendspace
<https://www.tes.com/lessons>
Seesaw
<https://web.seesaw.me>
Wakelet
<https://wakelet.com>



SURVEY

Google Form
https://is.gd/Google_Forms
Microsoft Form
<https://forms.office.com>
Mentimeter
<https://www.mentimeter.com>
AhaSlides
<https://ahaslides.com>



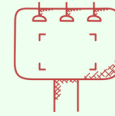
MIND MAP

Popplet
<https://popplet.com>
Coggle
<https://coggle.it>
easel.ly
<https://www.easel.ly>
Mindmeister
<https://www.mindmeister.com>



INFOGRAPHIC

Canva
<https://www.canva.com>
Piktochart
<https://piktochart.com>
Pixlr Editor
<https://pixlr.com>
Snappa
<https://snappa.com>
Adobe Illustrator
https://is.gd/A_Illustrator



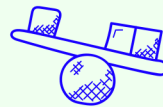
INTERACTIVE CONTENT

Nearpod
<https://is.gd/Nearpod>
ThingLink
<https://www.thinglink.com>
Insert Learning
<https://insertlearning.com>



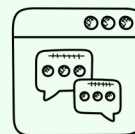
AUGMENTED REALITY

Artivive
<https://artivive.com>
Blippar
<https://www.blippar.com>
ZapWork
<https://zap.works>



GAMIFICATION

Socrative
<https://socrative.com>
GoFormative
<https://goformative.com>
Kahoot!
<https://kahoot.com>
Quizizz
<https://quizizz.com>
Quizlet
<https://quizlet.com>
Gimkit
<https://www.gimkit.com>
Poll Everywhere
<https://www.polleverywhere.com>
EdPuzzle
<https://edpuzzle.com>
Mentimeter
<https://www.mentimeter.com>
AhaSlides
<https://ahaslides.com>



GROUP MESSAGING

Whatsapp
<https://www.whatsapp.com>
Telegram
<https://telegram.org>

