



**Three-day Workshop on
eContent Development and Online Facilitation of Teachers**

October 30 to November 01, 2017

WORKSHOP REPORT

**Organized by
School of Vocational Studies
NETAJI SUBHAS OPEN UNIVERSITY
Kolkata**

***In association with*
Commonwealth Educational Media Centre for Asia
(CEMCA), COL**

Venue: Netaji Subhas Open University, Kolkata, WB, India

The three-day *Workshop on e-Content Development and Online Facilitation of Teachers* in association with Commonwealth of Learning & Commonwealth Educational Media Centre for Asia was organized as a prelude to the project titled "***Increase Access and Improve Institutional Capacity for Sustainable Development through Vocational Education and Training***". The project is being carried out with the financial support from COL-CEMCA. It was reported that the University has successfully completed three projects since 2014-15. For this particular project the School has to develop e-content like A/V lectures, scripts etc. and also to organise some outreach programmes and job fairs at different locations.

The subject experts of different disciplines were invited to attend the three day workshop who will be involved in the development of e-content. Twenty eight participants (13female participants) attended the programme.

The program started with the welcome address by Dr. Anirban Ghosh who stated the fact that it is the 4th project with CEMCA and the 1st started in 2014-15. He pointed out that lots of initiatives are being taken under the present three-year project viz. outreach programs, job fairs to be conducted, a baseline survey has been prepared, developing interactive web portal for student support, toll free number for student support cell to be initiated. Audio visual recording initiative was first undertaken by School of Vocational Studies in 2013 when there was no studio in the University and subsequently, all other schools started the same with passage of time. There are substantial numbers of AV lectures which are uploaded on the student portal managed by Schoolguru.

Dr. Manas R. Panigrahi, Programme Officer-Education, CEMCA introduced the theme and highlighted the objectives of the present project. He also elaborated COL-CEMCA **Higher Education Integrated Model: A conceptual framework** in the context of the present project. He highlighted the basic features of this three year project which will be carried out year to year basis. He was delighted as CEMCA joined hands with NSOU again. As his experience of previous association with NSOU, he appreciated the dedication and enthusiasm of NSOU to provide quality learning to deserving learners and provided support to marginalized learners. He emphasized that CEMCA can work together to show significant outcome to learning society not as a standalone project but in a continuous effort. He also told that this is a major project of CEMCA's integrated learning for higher education. He talked about Knowledge Commission which was set up to motivate learners of higher education with certain level of vocational opportunity. He told that it is not enough that GER will increase, it has to be seen how learning will become sustainable, how to enhance proper student support, institutional capacity to increase employability and entrepreneurship and provide opportunities for higher education.

In this project, he wishes to address all these questions:

- Enhance capacity of teachers to produce quality contents
- Strategy for SSS
- Institutional needs to promote and develop path to motivate learners for employment and entrepreneurship
- Develop good relation with industry and service providers

- Develop projects for learners with help of industry partners and financial institutions to improve social inclusion
- Increase employment and entrepreneurship

Dr. C .K. Ghosh, Former Director, National Centre for Innovations in Distance Education, IGNOU delivered his lecture as the Chief Guest in the inaugural session. Dr. Ghosh addressed the audience starting with Sakshat portal launched earlier when he was the Director of National Centre for Innovation, Swayamprabha, MOOC etc. which provide lots of opportunities for e-content. He shared some of his views regarding the use of ICT in education and training and highlighted the importance of experience learning. Dr. Ghosh also stressed upon to use the ICT extensively for the benefit of the students specially in vocational training.

He told that teaching learning process is now internet based- e learning and e-content. E Learning can be defined as internet and computer technology to deliver multiple array of solutions to learning. He elaborated the 4 pillars of learning:

- Learning to know,
- Learning to do,
- Learning to be,
- Learning to live together

He said retail space is being gradually occupied by digital space, learning to know through OER. He told that domain based knowledge to be tailored to join with vocational areas. The 1st step of e- content should follow ADDIE model

- A-Analysis
- D- Design
- D- Development
- I-Implementation
- E- Evaluation

There should be a judicious combination of audio and video. While scripting a dialogue-dramatization can be audio. For showing human expression- video is best. Judicious combination of print-audio-video to be made and help can be taken from OER avoiding copyright issues.

He also told about the 4 quadrant approach for developing the e-content:

- Quadrant 1- NCERT material/ written material
- Quadrant 2: e- resources
- Quadrant 3: audio visual material
- Quadrant 4: Questions

He reminded that,

- All data may not be information
- All information may not be knowledge
- All knowledge may not be wisdom
- All wisdom may not be truth

Dr. Nisha Singh, Dy. Director, Inter University Consortium for Technology Enabled Flexible Education and Development (IUC-TEFED), IGNOU acted as the Resource Person nominated by COL-CEMCA highlighted in the inaugural session the expected outcome of the three day workshop. She discussed the 4 quadrants of e content and Swayam and Swayamprabha which are based on this approach. She told about script that is a rough framework, storyboard which will contain details, tools, software and equipment .

The vote of thanks was proposed by Mrs. Barnali RoyChowdhury.

The three day workshop was divided into various sessions which deals different topics and software for development of e-content. The Resource Person took care of the respective session.

	Session	Resource Person
1	Understanding of e-Learning	Dr. Manas R. Panigrahi
2	E-Content: What it is; Definition: Types: Textual; audio; video; audiovisual	Dr. Nisha Singh
3	Instructional Design: AIDDE	Dr. Nisha Singh
4	e-content scripting	Dr. Nisha Singh
5	Concept Mapping using Free mind	Dr. Nisha Singh
6	Multimedia components: Multimedia components: Formats of Audio and Video Programmes; Quality of multimedia content Development of Audio/Video using Mobile/camera and Studio Video production	Dr. Nisha Singh
7	Planning and recording Audio-Video programmess	Dr. Manas R. Panigrahi Dr. Nisha Singh Team of Schoolguru
8	eXe- E-content Developing Tool	Dr. Nisha Singh
9	Online Assessment: Hot Potatoes	Dr. Nisha Singh
10	Presentations: Individual/Group	Dr. Nisha Singh & Dr. Manas R. Panigrahi

Business session:

Dr Manas R. Panigrahi started the workshop with his presentation. It started with filling up of a survey form where 12 participants submitted the same instantly. Dr. panigrahi welcomed the effort and said that we should understand why all the participants were there. They were invited to know about e content- development, use and guide learners for effectively use e content, what is e-learning, how it brings betterment in teaching- learning process without disturbing learners at their place etc.

Some of the important highlighted areas are: E- Learning: Internet enabled learning. Use of internet technologies to deliver a broad array of solution that enhance knowledge and performance, browsing through e mail, clicking on the link, filling up the google form etc. are actually increasing our expertise- this is the beauty of experience of learning through internet.

Dr. Panigrahi discussed “Truth of e-learning” as: Initiatives of Swayam, Swayamprabha and Sakshat were being discussed for better teaching-learning process. Inflibnet, NME-ICT, epgpathshala- lots of e content, video content available for our use.

He shared that we as teachers will not survive if we do not adopt these. Banking, railway ticketing all have adopted technology- our seniors really struggle to adopt the process. Things are comfortable, easy, less time consuming and cost effective, education needs to adopt this process and we can achieve our target. Otherwise there is threat of extinction.

How education technology started? – He discussed. What strategy can be adopted to deliver to the absent students- opinions were sought from the participants. The difference between traditional class room teaching and e- learning was presented. The concept from physical library to digital library was discussed.

The changing delivery modes in teaching- learning process and how that will help to listen to renowned speakers sitting thousand miles away was cited as an example. It was also told that now, there is no need of carrying along with the teaching aids as laptop, wifi, LCD will all help. Learning can be done by browsing through PPT or a YouTube video.

So there are many more chances of interactivity with online multimedia learning- it has become more learner centered. He also emphasized to build up a lifelong learning culture with help of LMS, MOODLES etc.

Dr. Nisha Singh started her presentation. She told that as a teacher everybody was free to use material in their own way. She presented about e-content development, the e-content tools, the smallest unit of e-content and how they can be assembled to reach the students. She explained learning analytics, principles of e-content and e-content standards such as US Defence Standard, SCORM (Sharable Content Object Reference Model). Then she presented about 4 quadrant model- 1. Video, audio content, 2. SLM, Books, 3. Discussion forum, 4. Assessment

There are various sites for receiving standard education for example **npTEL.ac.in** was developed to serve engineering students with quality material. She also told how SWAYAM was developed and then SWAYAMPRAKHA was developed to avail the lectures of SWAYAM for marginalized learners through DTH.

2nd Day:

The 2nd day started with Dr Nisha Singh instructing the students through different presentations how to operate on different e-content software. She dealt with how to edit long notes, folding and unfolding, how to insert hyperlink in an image etc. exe 1.1/1.2 was demonstrated by her. Devices like interactive activities, cloze activities, drop down activities were discussed. Then freemind software was discussed, concept mapping and hot potato was demonstrated.

The session saw live recordings of lecturers who readily agreed to try their skills in audio visual lecture. The lectures were recorded and played to discuss body posture, modulation, pronunciation, subject knowledge etc.

Next pre-production, production and post production activities for developing e-content were discussed. Script- technical script- action- editing- preview- final production were also discussed for finalization.

It was discussed that acknowledgement and reference material list are important parts of AV lecture. Then 3 domains of learners that is cognitive, effective and psychomotor were discussed in depth. It was also discussed that an ideal PowerPoint should either be only read or carry highlights which the speaker describe in details.

The quality assurance framework of CEMCA was discussed in the session. The CEMCA framework was based on 1. Need, 2. Context, 3. Target Audience Profile, 4. Task, 5. Content. Importance of feedback was also discussed.

In the last session of the second day, five groups were formed for group activities. Each participant was given to develop an e-content using the software like Free-mind, audacity, eXe, hot potatoes etc.
in the third day

3rd Day:

The Groups presented their assignments. Dr. Mrinal Nath's presentation was appreciated as an ideal sample. After all presentations it was discussed and presented that scripting planning is very important. Feedback form was also collected from the participants.

Dr. Panigrahi in his concluding speech told that the output of this project will be eye openers for all. With so many good inputs and lessons learnt, the workshop was surely a success. He urged the NSOU internal faculties to develop their own e-content. He requested to build up a repository of e-contents to help the students.

All the sessions involved activity/ hands-on training in which the participants did their work on their own with the help of the resource persons.

Valedictory session:

Dr. Anirban Ghosh started the valedictory session with a request that the participants should practice all the activities. He also pointed out that only three days may not be sufficient to cover all the required software but if they practice they can do well in the domain, because the practice only make a person perfect.

Professor Subha Sankar Sarkar, Vice-Chancellor, Netaji Subhas Open University in his valedictory 1 address discussed about the University's activities for ICT enabled courses. He highlighted the importance of such workshop for the capacity building of University teachers.

Professor Sarkar also conveyed his sincere thanks to CEMCA for their whole hearted support for various projects

Professor Sarkar pointed out that today's students are having huge information in their mind but the point is how to deliver this type of information to them in a systematic manner so that they are not confused in the variety and extent of information which we have developed these days.

The MHRD on the basis of recommendations, are coming up with the National OER policy. There is a sea change in the concept of OER - before 15 yrs we didn't know about these things. This is mainly because of ICT initiative. So actually the classroom teaching gradually changes in the hybrid mode of education that is quite obvious. Previously the chalk and talk type of education was the last word in our school, college and universities days. For right now there are so many other tools which are very effective, very accessible to the learners in our country. We can find everything we are talking about, everything is available. But our learners are having some problem. Some of the problems, Professor Sarkar highlighted that i) linguistic problem, ii) terminology problems etc.

Dr. Nisha Sing in her concluding remarks appreciated the enthusiasm of the participants during the workshop and requested them to continue the activities for development of e-content.

Dr. Manas Panigrahi thanked everyone for their wholehearted participation. He said that this workshop is not a standalone workshop but a sequence of activities are lined up throughout the project duration and the target outcome is a big challenge. He hoped that two to three outreach programs will be conducted by May 2018 through which there will be visit to study centres and meeting with wide community of the state. It is expected that if we understand the need and context of the learners across these areas, the enrollment percentage may increase by 10% to 20%.

Workshop Schedule

Duration	Content/Topic	Learning outcome	Resource Person
Day 1 (30/10/17)			
12:30-1:30	Understanding of e-Learning	Participants will be able to <ul style="list-style-type: none"> • define e-learning • explain the components of e-learning • appreciate the importance of e-learning 	Dr. Manas Ranjan Panigrahi
1:30-2:15	E-Content: What it is; Definition: Types: Textual; audio; video; audiovisual	Participants will be able to <ul style="list-style-type: none"> • describe the various types of e-content • identify the type of e-content suitable to their context 	Dr. Nisha Singh
2:15-2:45	Lunch Break		
2:45-3:45	Instructional Design: Concept; Basics and ID Model : AIDDE	<ul style="list-style-type: none"> • Participants will be able to realize the importance of ID • Use AIDDE model of ID 	Dr. Nisha Singh
3:45-4:30	E-content: Scripting Basic; importance; Points to consider while developing script for e-content and Group work <i>(Development of non-print materials)</i>	Participants will be able to design e-content <ul style="list-style-type: none"> • identify the multimedia components of the e-content • identify which component will be available as OER and which they have to develop 	Dr. Nisha Singh
4:30-4:45	Tea Break		
4:45-5:15	Concept Mapping: Basic; importance; Software for developing concept map: Free-mind and Group work	Participants will be able to <ul style="list-style-type: none"> • build concept map on the identified concept using Free mind 	Dr. Nisha Singh
Day 2 (31/10/17)			
10:00-11:30	Multimedia components: Formats of Audio and Video Programmes; Quality of multimedia content Development of Audio/Video using Mobile/camera and Studio Video production And Group Work	Participants will be able to <ul style="list-style-type: none"> • design and develop audio for their e-content • design and develop video using camera/mobile for their e-content • identify components of video production in studio • participate in video production in studio 	Dr. Nisha Singh, Dr. Manas R. Panigrahi And Expert, School Guru

11:30-11:45	Tea Break		
11:45-1:15	Planning and recording Audio-Video programmess	Participants will be able to <ul style="list-style-type: none"> • design and Audio-Video programme • record an Audio-Video programme 	Dr. Nisha Singh, Dr. Manas R. Panigrahi And Expert, School Guru
1:15-2:00	Lunch Break		
2:00-3:30	eXe- E-content Developing Tool And Group work	Participants will be able to <ul style="list-style-type: none"> • install eXe • create pages on eXe • insert multimedia components in eXe 	Dr. Nisha Singh
3:30-3:45	Tea Break		
3:45-5:15	Hands-on	Participants will be able to <ul style="list-style-type: none"> • develop package on eXe 	Dr. Nisha Singh
Day 3 (01/11/17)			
10:00-11:30	Online Assessment: Hot Potatoes and Group work	Participants will be able to <ul style="list-style-type: none"> • install Hot Potatoes • develop quiz using Hot Potatoes containing multiple choice; Fill in blanks: Match the following; crossword, mix and match 	Dr. Nisha Singh
11:30-11:45	Tea Break		
11:45-1:15	Hands On	Participants will be able to develop e-content using the tools taught , eXe; Hot Potatoes	
1:15-2:00	Lunch Break		
2:00-3:15	Presentations: Individual/Group	Participants will showcase the e-content developed individually/ group	Dr. Nisha Singh Dr. Manas R. Panigrahi Dr. Anirban Ghosh
3:15-4.00	Valedictory session	Professor Subha Sankar Sarkar, DR. Manas R. Panigrahi, Dr. Nisha Singh, Dr. Anirban Ghosh	
4.00 -4.15	Certificate distribution		

List of Participants:

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