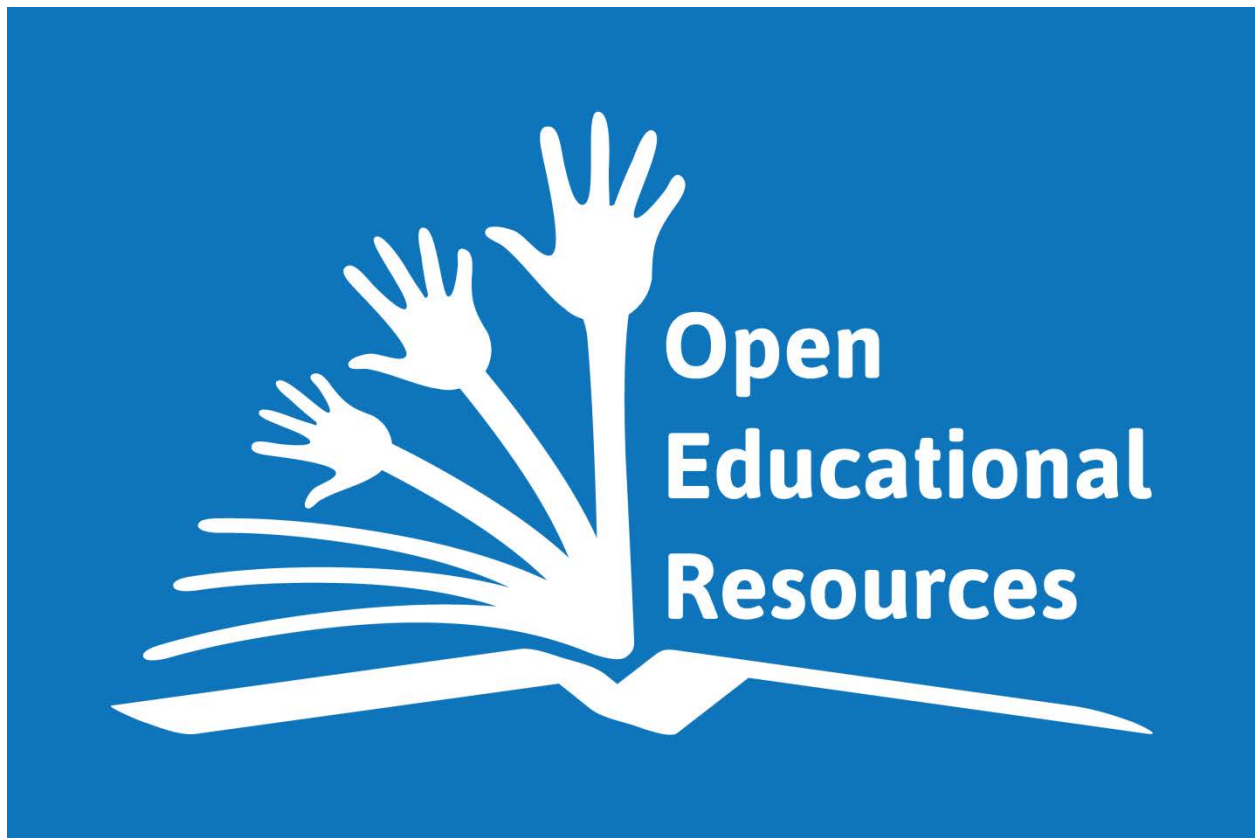


**Capacity Building Workshop
on**



Venue: Apeejay Stya University, Sohna

26-28 April 2013

Organized by



**Apeejay Stya University, Sohna
and
Commonwealth Educational Media Centre for Asia,
New Delhi**



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Introduction

Commonwealth Educational Media Centre for Asia (CEMCA) supported the Capacity Building Workshop on 'Open Educational Resources' held at the Apeejay Stya University (ASU) Campus located at Sohna-Palwal Road from 26-28, April 2013. With the initiation of the former Director of CEMCA, Dr. R. Sreedher, Prof. K.K. Dwivedi. Vice Chancellor,



Figure 1: Faculty of ASU with Vice Chancellor and Resource Persons

ASU expressed keen interest in promoting the use of Open Educational Resources (OER) at the ASU. Established by the Apeejay Stya Education Foundation in the state of Haryana [under Act No. 10 of the Haryana Private Universities (Amendment) Act 2010], the ASU provides students not only 'education for living and livelihood' but also 'education for life', and empower learners with a fundamental foundation in leadership and professional skills to face the challenges of the new liberalized global economy. One of the pillars of the university is to focus on doing public good that benefits the society. Adoption of latest teaching-learning strategies incorporating ICTs is amongst the many innovative practices deployed in the University. It is in this context, the use of OER by the faculty and students of ASU would enrich the existing practices, and CEMCA considered the request of ASU to organize a workshop for its faculty as part of its commitment to promote the use of OER and enhance quality of teaching and learning in higher education institutions. The workshop was attended by 22 faculty members (see Annex 1) of ASU and other Apeejay Institutions of higher learning. The workshop was facilitated by Dr. Savithri Singh, Principal, Acharya Narendra Dev College, University of Delhi and her colleagues.

Objectives of the workshop

- (i) To provide technical knowledge and skill to use online technologies.
- (ii) To provide an overview of Open Educational Resources.
- (iii) To provide an overview of Creative Commons Licensing.

- (iv) To provide the technical experience of WikiEducator for development of open courses.

Inaugural Session

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Dr. K.K. Dwivedi, Vice Chancellor of ASU welcomed Chief Guest Dr. Sanjaya Mishra, Director (CEMCA) and other guests. Emphasizing on the challenges of access to education, Prof. Dwivedi stated that due to OER, at least the learners are now able to access quality learning materials prepared by experts from around the world. The Internet further enables the availability much easier and free of cost, he stated. Dr. R. Sreedher, Professor Emeritus, ASU and former Director of CEMCA gave an overview of OER and discussed the OER Paris Declaration 2012. He expressed that the mindset needs to be changed from a small amount of royalty earning to large number of users taking benefit of the materials produced by each of the faculty members. He emphasized that CEMCA's commitment to promote OER and its partnership with Apeejay Stya University will help develop quality learning materials.



Figure 2: Participants at the inaugural session

Dr. Sanjaya Mishra in his inaugural address said that there should be a strong commitment for the university in terms of policy to go into OER. He urged the University to consider the institutional OER policy template developed by CEMCA for its adoption. While giving a description of the activities of CEMCA and the Commonwealth of Learning, he stated that focus of all activities in both formal an informal education sector is to foster learning for development. Giving a brief introduction to the OER Paris declaration, he urged the faculty to consider sharing the knowledge resources created by them in open license.

He stated that the workshop resources persons, including Dr. Savithri Singh, who has developed he workshop Agenda (see Annex 2), will provide hands on training on using a wiki platform to develop OER and the University may consider having its own wiki hosting facility, thereby also build institutional image as a supporter of Open Educational

Resources. He congratulated the leadership at ASU to have taken the first step in this direction to promote OER amongst the teachers. While there are miles to go, every small step to promote the use of OER matters.

The session ended with vote of thanks by Mr. V. Thyagarajan, Head - Training & Corporate Resources, Apeejay Styta University.

Day 1: 11th February, 2013

Session – I

In the beginning of the session, participants introduced themselves briefly and discussed what they want to upload as OER.

Thereafter, Dr. Savithri Singh, delivered a presentation on “Open Educational Resources = Access to Education”. She explained about the meaning of OER as digitized materials offered freely and openly for educators, students and self-learners to use and reuse for teaching, learning and research. She explained the philosophy behind OER as simple and powerful idea that knowledge is for public and should be shared as much as possible and be reachable. She also informed the participants that learning content in OER includes courses, course materials, content modules, collections, and journals or anything one thinks is knowledge comes under OER.



Figure 3: Dr. Savithri Singh interacting with the participants

She further enlightened the participants about the core attributes of OER as:

- Access to open content (including metadata) is provided free of charge for educational institutions, content services, and the end-users such as teachers, students and lifelong learners;
- Content is liberally licensed for re-use in educational activities, favorably free from restrictions to modify, combine and repurpose the content;;
- For educational systems/tools: Open Source software is used and for which there are open Application Programming Interfaces (open APIs) and authorizations to re-use Web-based services as well as resources (e.g. for educational content RSS feeds)

Session – II

Second session was started with the presentation by Dr. Savithri Singh on “Searching for Open Content”. Some OER search engines suggested by her:

- Creative Commons
- Google Advanced Search
- WikiEducator
- Wikipedia
- OER Commons

She also mentioned *Picasa & Flickr* for searching copyright free images. Some Indian Open Educational Resources were also mentioned in brief by her as:

- NPTEL
- Sakshat
- E-Gyankosh
- Spoken tutorials
- Talk to a teacher
- Eklavya
- Oscar (Open Source Courseware Animation Repository)



Figure 4: One-on-one interaction for skill training

She described Wiki as a database which doesn't accept HTML, supports hyperlinks, has simple text syntax for creating new pages, cross links between internal pages and is a group communication mechanism which allows to contribution to be edited in addition to the content itself.

Practical session of the day one was started with the creation of account and user page on WikiEducator. She also reminded that Wiki uses PHP extension and codes are case sensitive. Basic text editing on WikiEducator was practiced by each and every participant included editing like breaking spaces, Bold, Adding colors, Modifying Font size, Aligning the text, Make Text move, External linking, Internal Linking, Headings of different sizes, Bullets text, Numbered list and Setting Indent. It was also reminded by the resource person to the participants to "save their edits". If they're unsure whether their formatting will display properly, they can click on the preview button. It merely gives the option to preview their work in the published view.

Session – I

Dr. Savithri Singh and Dr. Ravi Toteja served as the key resource persons for the second day sessions. The second day started with the uploading of images onto their user page. Putting caption in the image and creating gallery of photographs were also practiced by the participants. Participants were also informed about the Google Color Codes and various websites were also shown by the resource persons. There are many colors available for use on a page and a number of systems with which to specify color were presented:

- ✓ HTML color names (e.g. red),
- ✓ Hexadecimal, or hex triplet, codes (e.g. bronze is #CD7F32),
- ✓ web-safe colors, (e.g., light yellow is #FFC).

Coloring text, creating colored tables and creating colored backgrounds in paragraphs or whole pages (using div boxes) were practiced by the participants.

Conversion of .doc to .odt format was also demonstrated by the resource persons for uploading on user page of WikiEducator. Dr. Singh discussed that WikiEducator provides a unique service to convert existing documents into wiki format. This feature uses the Open Office free software engine with a unique uploading interface on WikiEducator to convert existing document files into wiki format. The link to access the OOo Converter is located on the left hand side of your browser under the toolbox. This is an ideal way for new WikiEducators to get started with content development right away by converting existing materials. It is also a great way to develop content offline, especially for users who have an unreliable or slow connection to the Internet. She also highlighted the advantages of this wiki format as:

- ✓ Saves time in learning wiki syntax - get started right away!
- ✓ Allows you to work offline
- ✓ Great way to create tables with a familiar word processing interface
- ✓ Provides a pathway to convert existing documents into wiki format for sharing with fellow educators.

Dr. Savithri Singh also informed the participants that users who are logged-in have the convenient ability to "*watch*" pages by clicking on the watch tab at the top of the page. This will add the page one is currently on to your *watchlist*. The watch link will change to *unwatch* for any page you have added to the *watchlist*. Clicking on *unwatch* will remove the page from the watchlist.

She explained the meaning of Pedagogical templates as used when authoring teaching content in WikiEducator. A number of templates are pre-designed to save time with more complex layouts required of instructional materials. They include a range of "instructional devices" (iDevices) or sub-elements of a content page and are usually signified by an icon. How to use these pedagogical templates was demonstrated by referring to the user page of University of Mumbai.

Info Box and PPT uploading also was practiced by the participants on their user page.



Figure 5: Practical session in progress

Day 3: 13th February, 2013

Day three started with the demonstration and practice of uploading of video on user page. As an extension exercise, the participants were also told to fill in their details in the Workshop page created by one of the participant – an example of inserting rows and columns in the table on WikiEducator page. Participants worked in the computer lab to sharpen their skills, while the resource persons provided personalized mentoring and support.



Figure 6: Valedictory session in progress

Before the valedictory session started a workshop evaluation questionnaire was given to the participants to receive their feedback in the form of suggestions and comments.

Participants also shared their views on WikiEducator as:-

- A good platform to share
- Creates awareness
- Gives branding value
- Develops sharing culture

Participants agreed that there is a real value and excitement in this workshop and proposed that this type of workshops should be repeated in the coming time to determine and demonstrate the progress. The workshop ended with thanks to the organizers and the resource persons.

Analysis and Interpretation

The questionnaire distributed to the participants is analyzed here. Out of 22 participants only 20 returned the questionnaire.

Table 1: Overall reaction to the workshop

Particulars	No. of participants	Percentage
Very Good	4	20%
Good	14	70%
Fair	2	10%
Total	20	100%

The above table shows that 20% of the participants expressed their overall reaction to the workshop as “very good”, while 70% participant’s reacted as “good”. None of the participants found the workshop as “poor” or “very poor”.

Table 2: Expectations from the workshop

Particulars	No. of Participants	Percentage
To a large extent	3	15%
Up to a certain extent	17	85%
Total	20	100%

Table 2 depicts that 15% of participants’ expectations met “up to a large extent” while 85% of the participants said that the workshop met their expectations “up to a certain extent”. This indicates all the expectations of the participants were met to a certain extent.

Table 3: Duration of the workshop

Particulars	No. of participants	Percentage
Too long	7	35%
Sufficient	12	60%
Too short	1	5%
Total	20	100%

Faculty time is an important consideration for any staff development activity. Also, when the faculty members are in training, they may have to miss class with students. Thus, it is important to understand their views about the time spent. Table 3 depicts that 35% participants find the duration as “too long” for the workshop, while 60% of the participants find the duration of the workshop as just “sufficient”. Only one person felt that the duration could be longer.

Table 4: Logical sequencing of the workshop

Particulars	No. of participants	Percentage
Very useful	13	65%
Somewhat useful	7	35%
Total	20	100%

Majority of the participants (65%) found the logical sequencing of the workshop to be “very useful”, while 35% find it “somewhat useful”.

Table 5: Overall Organizational Arrangements

Particulars	No. of participants	Percentage
Very Good	7	35%
Good	11	55%
Fair	2	10%
Total	20	100%

As revealed in the Table 5, 35% of the workshop rated overall organizational arrangements as “very good”; 55% as “good” and remaining 10% as “fair”. None of the participants rated the overall organization and arrangements as “poor” and “very poor”.

Table 6: Number of trainers involved

Particulars	No. of participants	Percentage
Too many	0	0%
Just Right	20	100%
Too few	0	0%
Total	20	100%

As revealed in the table 6, 100% of the participants found the number of trainers used in the workshop as “just right”.

Table 7.1: Knowledge of the subject matter

Particulars	No. of participants	Percentage
Very effective	10	50%
Somewhat effective	10	50%
Total	20	100%

Table 7.1 reveals that the participants were satisfied with the level of expertise of the resource persons in the workshop. Their knowledge of the OER and Wiki skills were found to be “very effective” by 50% of participants, while the other 50% found the knowledge of the trainers to be “somewhat effective”.

Table 7.2: Organization and subject matter

Particulars	No. of participants	Percentage
Very effective	11	55%
Somewhat effective	9	45%
Total	20	100%

Table 7.2 reveals that 55% of the participants found organization of the content of the workshop as “very effective”, while 45% found it as “somewhat effective”.

Table 7.3: Style and Delivery

Particulars	No. of participants	Percentage
Very effective	12	60%
Somewhat effective	8	40%
Total	20	100%

Table 7.3 shows that 60% of the participants found organization subject matter of the workshop as “very effective” while 40% found it as “somewhat effective”.

Table 7.4: Responsive to participants

Particulars	No. of participants	Percentage
Very effective	9	45%
Somewhat effective	11	55%
Total	20	100%

Table 7.4 shows that 45% participants rated trainers as “very effective” in context to their responsiveness to the participants while 55% participants rated it as “somewhat effective”.

Table 7.5: Creating appropriate learning environment

Particulars	No. of participants	Percentage
Very effective	9	45%
Somewhat effective	11	55%
Total	20	100%

Table 7.5 shows that 45% participants felt that workshop was “very effective” in context to creating appropriate learning environment while 55% participants found it as “somewhat effective”.

Table 8: Sufficiency of the training material

Particulars	No. of participants	Percentage
Sufficient	9	45%
Somewhat sufficient	7	35%
Not Sufficient	4	20%
Not at all sufficient	0	0%
Total	20	100%

As shown in table 8, 45% participants found the training material supplied in the workshop as “sufficient”; 35% as “somewhat sufficient” and remaining 20% as “not sufficient”. Some of the participants needed more training materials, though the help manual for the WikiEducator is online. It may also be noted that CEMCA distributed the OER Asia book recently published by COL.

Table 9.1: Understanding Open Educational Resources

Particulars	No. of participants	Percentage
To a large extent	13	65%
Somewhat	7	35%
Total	20	100%

In terms of understanding the concepts around OER, 65% of the participants found the workshop to be useful “to a large extent”, while the other 35% expressed as “somewhat useful”.

Table 9.2: Creation of account on Wiki

Particulars	No. of participants	Percentage
To a large extent	16	80%
Somewhat	4	20%
Total	20	100%

It is worth noting that 80% of participants found the workshop to be helpful “to a large extent” in creation of account on Wiki, while remaining 20% found it “somewhat” helpful. While the Wiki account creation is a relatively easy process, the feedback shows high degree of self-satisfaction amongst the participants.

Table 9.3: Basic Text editing on Wiki Platform

Particulars	No. of participants	Percentage
To a large extent	13	65%
Somewhat	7	35%
Total	20	100%

As shown in Table 9.3, 65% of participants found the workshop to be helpful “to a large extent” in Basic text editing on Wiki platform, while remaining 35% found it “somewhat” helpful, expressing further support needed.

Table 9.4: Designing Wiki content using Templates

Particulars	No. of participants	Percentage
To a large extent	8	40%
Somewhat	12	60%
Total	20	100%

As shown in Table 9.4, only 40% of participants found the workshop to be helpful “to a large extent” in Designing Wiki content using Templates, while remaining 60% found it “somewhat” helpful. Though none of the participants expressed dissatisfaction, the less percentage of high level of satisfaction reveals that participants need more work on using templates.

Table 9.5: Uploading of different types of media to Wiki

Particulars	No. of participants	Percentage
To a large extent	6	30%
Somewhat	14	70%
Total	20	100%

As revealed in the case of template using skills, the participants also found the workshop to be “somewhat” useful (70%) for ability to upload media into wiki, while only 30% found is useful to a large extent (Table 9.5).

Table 9.6: Understanding Open Licenses

Particulars	No. of participants	Percentage
To a large extent	9	45%
Somewhat	11	55%
Total	20	100%

As shown in Table 9.6, 45% of participants found the workshop to be helpful “to a large extent” in Understanding Open Licenses, while remaining about half i.e. 55% found it “somewhat” helpful. This shows participants were able to understand open licenses, which is the backbone of OER.

All the respondents stated that the mix of theory and practical was in balance. A majority of the respondents also felt that the time spent on skill development was sufficient (90%). Half of the respondents expressed that the workshop is very valuable to their immediate/future work (50%), while the other half stated that it is of somewhat value. Such an approach also indicates that the participants are still weighing the affordances of the technology, and how it will be useful in their work.

Feedback/Suggestions

The feedback/suggestions given by the participants in the workshop evaluation form were largely positive. Some of the comments are highlighted as follows:

- “It is a good practice and learning platform for all teachers”.
- “It would have been nicer if internet speed could be faster”.
- “Please provide tutorial materials”.
- “Need one day gap in between sessions. Need tutorials (hard copy)”.
- “Workshop was very interactive and good knowledge gained. Trainers were cooperative enough”.
- “Active certification required. More workshops should be held”.
- “Could have finished in two days. The trainers were excellent specially Dr. Savithri Singh”.
- “Handouts should have been distributed for syntax & any other details. Rich text editor needs to be taken rather than Wikitext”.

Workshop on Open Educational Resources

26-28 April, 2013

Organized by

Apeejay Stya University, Sohna

and

Commonwealth Educational Media Centre for Asia, New Delhi

List of Participants

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27	Dr. Sanjaya Mishra	Director	
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Workshop on Open Educational Resources

Venue: Apeejay Stya University, Sohna

26-28 April 2013

Organized by

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PROGRAMME SCHEDULE

Day 1: 26 April, 2013	
9.00 - 10.00	REGISTRATION
10.00 – 10.10	Welcome by Vice Chancellor Dr. K.K. Dwivedi
10.10 – 10.30	Opening Remarks & Introduction of Theme - Dr. Savithri Singh, Principal, Acharya Narendra Dev College
10.30 – 10.40	An Overview on the Global OER Platform – Dr. R. Sreedher Professor – Emeritus, Apeejay Stya University
10.40- 11.00	Inaugural Address – Dr. Sanjaya Mishra Director CEMCA : OER– a Futuristic Approach
11:00 - 11:30	TEA BREAK
11.30 – 12.00	Self-Introduction by the participants
12.00 – 13.00 Session – I	Dr. Savithri Singh: Overview of OER - Why OER?
13:00 - 14:00	LUNCH BREAK
14.00 – 15.30 Session – II	Understanding licenses - searching for and identifying open content, images etc.
15.30 – 15.45	TEA BREAK
15.45 – 17.00 Session - III	Hands – on, How to: Upload content on the web Working with WikiEducator Register, Create an account Edit and format text within a Wiki Create internal/external links and new pages
Day 2: 27 April, 2013	
10.00 – 10.15	Feedback interaction with the Participants
10.15 – 11.15 Session – IV	Hands – on, How to: Upload of various media files, images, image gallery
11.15 - 11.30	TEA BREAK
11.30 – 12.30 Session – V	Hands – on, How to: Upload of Power point presentations and videos

12.30 – 13.15 Session - VI	Hands – on, How to: Using various features in the Wiki tool bar, Working in rich editor, Using different fonts and font sizes
13.15 – 14.00	LUNCH BREAK
14.00 – 15.00 Session - VII	Hands – on, How to: Creating tables, Giving colours to the text, Uploading PDF files Access history, Use of revert back feature
15.00 – 15.15	TEA BREAK
15.15 – 17.00 Session – VIII	Hands – on, How to: Using Discussion/talk feature of Wiki, Using pedagogical templates, Templates for online exercises; Quizzes, MCQs, T/F, Fill in the blanks
Day 3: 28 April, 2013	
10.00 – 10.15	Feedback Interaction with the Participants
10.15 – 11.15 Session – IX	Knowledge of Web Licenses and Creative Commons : Revisit in light of experiences
11.15 – 11.30	TEA BREAK
11.30 – 12.00 Session – X	Success Stories of OER
12.00 – 13.15 Session – XI	Case studies on Open Licensing in OER's
13.15 – 14.00	LUNCH BREAK
14.00 – 15.00 Session – XII	Group discussions on advantages and implications of such licenses for creating quality content
15.00 – 15.15	TEA BREAK
15.15 – 16.00 Session – Conclusion	Valedictory and discussion of follow-up plan and deadlines. Feedback Session and concluding remarks



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Workshop Evaluation

Please provide your feedback on the workshop that you have attended on "Open Educational Resources" from 26-28 April 2013 at ApeejayStya University, Sohna-Palwal Road, Sohna, Haryana.

1. Your overall reaction to this workshop:

Very Good Good Fair Poor Very Poor

2. The workshop met my expectations:

To a large extent Up to a certain extent Poor Not at all

3. The duration of the workshop is:

Too long Sufficient Too short

4. Logical sequencing of the workshop was:

Very useful Somewhat useful Not very useful Not at all useful

5. Overall organizational arrangements:

Very Good Good Fair Poor Very Poor

6. Number of trainers involved:

Too many Just right Too few

7. Kindly rate in general the effectiveness of the trainers:

		Very Effective	Somewhat Effective	Somewhat Effective	Not effective
i)	Knowledge of the subject matter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii)	Organization and Presentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii)	Style and delivery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv)	Responsive to participants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
v)	Creating appropriate learning environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8. Sufficiency of the training materials supplied:

- Sufficient Somewhat sufficient Not sufficient Not at all sufficient

9. To what extent the workshop was helpful in the following areas:

		To a large extent	Somewhat	Poor	Not at all
i)	Understanding Open Educational Resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii)	Creation of Account on Wiki	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii)	Basic Text Editing on Wiki Platform	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv)	Designing Wiki Content using templates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
v)	Uploading of different types of media to Wiki	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
vi)	Understanding Open Licenses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10. Mix of theory and practical in the workshop:

- Too Theoretical Good Balance Too Practical

11. Did you have sufficient time for skill practice?

- Yes No

12. Value of the workshop to immediate/future work:

- Very valuable Somewhat valuable Somewhat not valuable Not valuable

13. Your comments/ suggestions, if any:

Thank you very much for your feedback.