Hands-on Workshop for the Designing, Developing and Delivering Online Learning Programmes to the Faculty Members of Tamil Nadu Open University

13-16 November, 2019

Workshop Report

BY

Dr. G. Mythili

Organized by

CENTRE FOR ONLINE LEARNING PROGRAMMES
TAMIL NADU OPEN UNIVERSITY

Sponsored by

COMMONWEALTH EDUCATIONAL MEDIA CENTRE FOR ASIA
(CEMCA)
NEW DELHI

Hands-on Workshop for the Designing, Developing and Delivering Online Learning Programmes to the Faculty Members of Tamil Nadu Open University

13-16 November, 2019

The Centre for Online Learning Programmes (COLP), Tamil Nadu Open University (TNOU) considers it as a matter of pleasure to conduct the hands-on workshop for the Designing, Developing and Delivering of Online Learning Programmes to the Faculty members working in various Schools of Study in Tamil Nadu Open University. The TNOU in collaboration with the Commonwealth Education Media Centre for Asia (CEMCA), New Delhi is organizing this hands-on workshop. The Commonwealth of Learning (COL) was established Commonwealth Educational Media Centre for Asia in the year 1994. CEMCA promotes the meaningful, relevant and appropriate use of media and technology to serve the educational and training needs of Commonwealth member states of Asia. The prime objective of this four-day hands-on workshop is to impart the knowledge, Skill and Attitude on Designing, Developing and Delivering Online Courses in various level to the faculty members of TNOU in order to help them to upscale their competencies in developing and managing the online courses including MOOC Programmes.

Outcomes of the Workshop

The outcomes of this workshop were to:
- Faculty will describe and judge the online regulations of GOI.
- Explain Blended Learning in Online Courses
- Design an online course
- Identify appropriate OER and suitable CC licensing
- Create content and locate OER for the selected online course
- Create account on Moodle
- Create a course and users on Moodle
- Update the content and allocate students for the course
- Create an assignment in Moodle for the online course
- Create quiz in Moodle for the online course
- Create synchronous and asynchronous in Moodle for the online course
- Describe learning analytics and its important and work on logs
- Practice all the components on Moodle

Participants
There were 33 faculty members of various schools of TNOU and Anna University were participated in this workshop.

Resource Person
Prof. Madhu Parhar, Director, CEMCA, New Delhi and Dr. G. Mythili, Deputy Director, STRIDE, IGNOU, New Delhi who are the expert in design, develop and delivery of online course.

Workshop Methodology
The methodology used for the programme was to make full use of experiential learning methodologies. Accordingly, the programme used structured presentations on the various concepts. After the presentations, the faculty had interacted with the experts and they have experienced hand on practice on MOODLE and created online course on this platform.

Inaugural session

Prof. S. Subramanian, workshop coordinator and Director, COLP, TNOU welcomed all the dignitaries and participants of the workshop. At the outset, Prof. Subramanian apprised that Centre for Online Learning Programmes chiefly strives to provide effective online learning programmes with quality of education, flexibility and variety & diversity. Centre for Online Learning Programme (COLP) established for implementing the scheme announced in the floor of Legislative Assembly of Tamil Nadu. The Centre for Online Learning Programmes (COLP) involves itself in the process of developing, managing and delivering need based/customized online learning programmes for the benefit of under privileged strata in the society.

On this occasion, Prof. Madhu Parhar, Director, CEMCA quoted the collaboration between CEMCA and TNOU to develop online programmes offer through SWAYAM or standalone platform of TNOU. She assured that CEMCA will provide financial support and capacity building for developing online porgramme. She also appreciated the GER of Tamil Nadu and encouraged the TNOU to develop programmes which helps to increase the GER of Tamil Nadu. She quoted the Tamil Nadu Skill Development Corporation requirement and emphasized the development of skill development programmes which is needed for the state. She suggested that TNOU can develop skill development programmes for weavers and constructors and CEMCA will support such programmes. Finally, she added that the outcome of the workshop facilitates to bring eight courses by July 2020 which were principally approved by SWAYAM.

Resource Person of the workshop, Dr. G. Mythili, Deputy Director, STRIDE, IGNOU agreed to Prof. Parhar that the workshop provides opportunity to prepare benchmark and to equip ourselves to meet the future challenges.

Hands-on workshop for the Designing, Developing and Delivering Online learning porgrammes to the faculty members of Tamil Nadu Open University was inaugurated by Dr. K. Parthasarathy,

Hon'ble Vice Chancellor, TNOU. He added Online Learning is a fast and easy way of teaching and learning through network technologies. Online education has become a viable alternative to pursue education in present scenario. The trends show that online education has gained huge popularity in last few years due to the ease of access. It is used worldwide from the school education to the higher education institutions and various sectors of corporate world. The current work forces expected to be highly knowledgeable and skilled. It also expects that the learning process should take place continuously and acquire new skills by engaging in lifelong learning. Now the learners need not go to those traditional brick and mortar institutions to continue their studies, they can do that with a computer and an internet connection.

Most of the prestigious universities and institutions across the globe have implemented online education due to its high demand. The online learning has undergone many changes and the growth and development is tremendous with in the short duration of time. Technology enhancement has made the online learning simpler and provides more choice to the users. It offers the learners the option of time, place and bring out different learning style. The integration of technology and the type and amount of technology is based on the objectives and the content of the course and the teaching methodology.

Appraising the benefit of the online education the Ministry of Human Resource Development, Government of India has taken encouraging initiative and launched SWAYAM MOOCs programme designed to achieve the three cardinal principles of Education Policy viz., Access, Equity and Quality. The objective of this effort is to take the best teaching learning resources to all, incuding the most disadvantaged. The latest notification of UGC reiterates that the Courses in other higher academic programmes. In the similar line, the Department of Higher Education has made an announcement in the floor of Legislative Assembly pertaining to the launching online learning programmes under the Tamil Nadu Open University to bridge the digital divide for learners who have until now remained unreached by the digital revolution and have not been able to join the mainstream of the knowledge economy. The session end with vote of thanks.
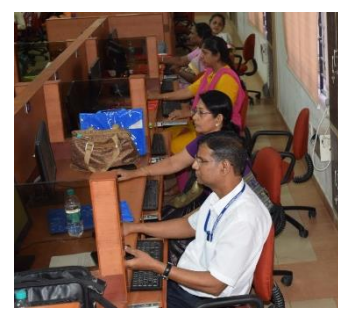
Workshop Proceedings

Proceedings of Day-1

In the first session Prof. Madhu Parhar explained in detail about the Digital Initiatives of GOI in Higher Education. She outlined the details of digital initiatives and various platform such as NPTEL, e-Pathshala; Sakshat; SWAYAM; Swayam Prabha; National Academic Depository; National Digital Library. She also highlighted SWAYAM Guideline 2017 and Online Regulation 2018 and explained the institutions requirement to initiate the online learning and MOOC. The session was participatory followed by the interactions and views of the participants regarding the Government of India and Tamilnadu government initiatives towards online education.

In the next sessions, Dr. G. Mythili explained the SWAYAM guidelines 2016 and 17 in detail. The format for SWAYAM proposal was discussed with sample. All the participants were asked form a group to prepare a proposal on their interested course. The resource persons were helped them to design a course with objectives, course outline, and assessment strategies etc. for online course.All the participants prepared the syllabus for a four credit course and prepared a two minutes introductory video for their course.

PROCEEDINGS OF DAY-2

Day 02 started with the recapitulation of previous day's activities. The Prof. Madhu Parhar and Dr. G. Mythili discussed with participants about the task assigned to them on the previous day. The first session on 2nd day was exposure to content creation. Dr. Mythili provided the detail information about various online software used for creation of video content like Presentation Tube and Screencastify. She demonstrated the procedure of installing the software's and video-recording. At the end of the session the participants were assigned the task to record a video using this software related to their course outline.

In the next session Dr. Mythili introduced the Moodle (Modular Object Oriented Dynamic Learning Environment) platform to the participants and explained that Moodle is a free and open source learning management system (LMS) distributed under the General Public License. Moodle is used for blended learning, distance education, flipped classroom and other elearning

projects in schools, universities, workplaces and other sectors. The resource person provided the hands-on training for creation of an account in the Moodle platform and each participant was asked to create a Moodle account and register the same in the Moodle cloud. Further participants were asked to download Moodle App on their mobile and they were open their course on the mobile.

Subsequently in the last session of the day participants were asked to Login to the Moodle account using the credentials that they have created and asked them to edit their profile by uploading their photograph and brief bio data.

PROCEEDINGS OF DAY-3

Third day of the workshop started with creation of new course on Moodle. Dr. G. Mythili explained and demonstrated how to create a course and participants were eagerly created their course which was designed for SWAYAM proposal. She trained the participants about uploading the course objectives, adding the contents to the course, inserting the introductory video, adding the videos from YouTube available under creative common license in the content. They also demonstrated to embed the videos in the content.

In the session, the resource person demonstrated how the resource/study materials can be uploaded in the Moodle. A Resource is study materials that the teacher can use for learning, such as a file or web link. Each resource appears as a link by an icon that represents the resource type (File, Folder, Page, URL). The participants uploaded the relevant materials to their course.

After lunch session, participants were asked to create users in their Moodle site and assigned the role to the students for their course. Each participant has become teacher for his/her course and students for some other courses. In this way all the participants were experienced the role of administrator, teacher and student on Moodle.

The resource persons explained the benefits of activities in Moodle which are used to engage students in learning and assess their progress. Moodle includes forums, assignments, and quizzes, along with collaborative activities such as wikis, chats, glossaries and databases. In this session assignments and quiz were demonstrated step by step to create assignments and quiz for their course. Each participant created an assignment and different types of questions (multiple choice, short answer, true/false etc.) in the quiz. Also creation of question back using bulk updation of multiple choice questions were explained and practiced by the participants.

It was a collaborated work among the participants that they have participated as students and appeared quiz and assignments. The teacher of the course evaluated the assessment which are created by them on Moodle.

PROCEEDINGS OF DAY-4

In the fourth day of the workshop, participants were engaged with discussion forums on Moodle. Discussion forums are the interactive tool built into Moodle for asynchronous discussion. The resource persons discussed and explained about discussion forum on Moodle. Each participant created discussion forum in their course and created post on it.

Dr. Mythili further explained to create synchronous interactivity in Moodle. Chat functions were demonstrated to create live text chat among teacher and the students. Group leader acted as teacher and other members were acted as students. They were experienced the live chat on Moodle. Dr. Mythili explained Big Blue Button (BBB) which another synchronous interactivity available on Moodle. This facilitate teacher and participants interact live through video conferencing. Participants were enjoyed the session by practicing the functions.

Subsequently the resource person explained and demonstrated report activities to know logs of the Moodle.

Finally, all the participants were asked to present their work on Moodle. The participants presented their created courses in the Moodle platform. Participants were incorporated the functions explained to them and they were appreciated by other participants. It was a collaborated effort by the participants.

Valedictory Session

Prof. Y. Sarada, Professor, Department of mathematics, Anna University, chief Guest of the valedictory session, Dr. P. Thiyagarajan, Registrar (FAC), TNOU, Prof. S. Subramanian, Workshop Coodinator, Dr. G. Mythili, resource person and all the participants were participated at the valedictory session. The Registrar congratulated the participants for successfully completing the workshop. He added that the concepts presented in the workshop were of indigenous knowledge with adequate hands-on and practical demonstrations. He also extended his appreciation to the Vice Chancellor, TNOU, Director, CEMCA, resource person and the

participants for their sincere efforts, attention and fruitful interactions that contributed greatly towards the success of the workshop. Prof. Y. Sarada, expressed that the advancement of technologies changing and transforming the teaching method and the setting of the learning process. In fact, it will be more challenges in future. Industry 4.0 will change the teaching-learning methodology is to make the students ready with social and cultural awareness, leadership skills, problem solving / critical thinking skills, creativity, communication and collaboration skills. Dr. Mythili placed the action plan to meet the deadlines. This was followed by the Certificate distribution ceremony to the successful participants of the workshop. The workshop concluded with a vote of thanks.

Action Plan

1. TNOU has got principle approval for 8 courses. As we promised/agreed these 8 course coordinators should offer the course from July, 2020.
2. Other colleges who are willing to offer MOOC can prepare proposal for getting approval to offer as MOOC.
3. All the course coordinators are requested to work on the courses during 18th November to 31st December, 2019 (almost 1.5 months). CEMCA will review the process and provide support to them. Director, CEMCA agree to conduct one more hand on workshop based on requirement for these 8 courses in the month of January, 2020.
4. All the participants are requested to use Moodle cloud for their teaching learning process. Also, advice to take one study centre students for their course, and provide support as blended learning, for a semester (Jan-May, 2020) to study the effect, based on their experiences for future extension.

List of Moodle Sites created by the participants during the workshop

Sl. No	Name of Faculty	Email ID	Mobile No.	Moodle site
1	Dr. M. Murugan Professor & Head, TNOU	muruganganesan@yahoo.in	9443460020	https://muruganmaths.moodlecloud.com
2	Dr. P. Thiyagarajan Professor & Head, TNOU	thiyagarajanpoora@gmai.com	9445611231	https://thiyagarajanpoora.moodlecloud.com
3	Dr. M.V. Sudhakaran, Professor & Head, TNOU	drmvsudhakaran@yahoo.com	9444170925	https://mvsudhakaran.moodlecloud.com
4	Dr. M. Manivannan, Professor & Head, TNOU	manivannantnov@gmail.com	9442376000	https://manivannan.moodlecloud.com
5	Dr. S. Subramanian, Professor & Head, TNOU	chisant@rediffiffmail.com	9791081966	https://subramanian.moodlecloud.com
6	Dr. N. Dhanalakshmi, Associate Professor, TNOU	Lashmi_naga2005@yahoo.co.in	9444475330	https://dhana-1972.moodlecloud.com
7	Dr. K.S. Premila, Associate Professor, TNOU	kspremilatnou@yahoo.com	9840681434	https://dhana-1972.moodlecloud.com
8	Dr. T. Ravimanickam, Associate Professor, TNOU	Ravimanick2003@gmail.com	9786506522	https://ravizoo.moodlecloud.com
9	Dr. R. Tamilmaran, Associate Professor, TNOU	drtamilmaran@gmail.com	9994050582	https://tamilmaran.moodlecloud.com
10	Er. R. Meenambigai, Assistant Professor, TNOU	rmeenambigai@gmail.com	9442327846	https://meenambigai.moodlecloud.com
11	Dr. T. Sampathkumar,	tnoudpire@gmail.com	9840546117	https://drtsk.moodlecloud.com

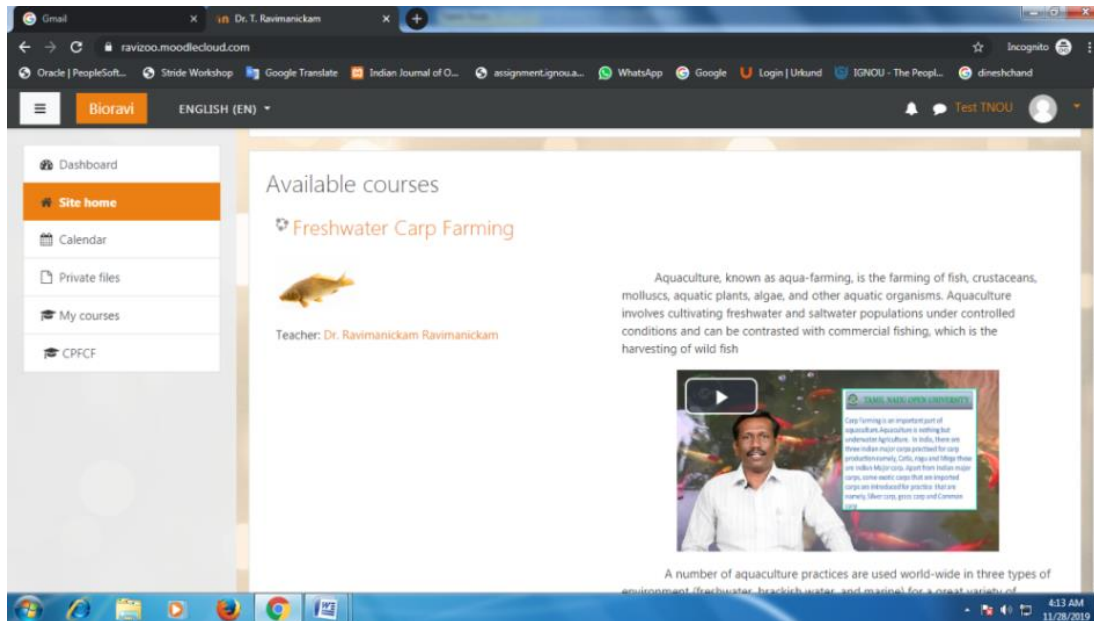|	Assistant Professor, TNOU			
12	Dr. M. Vaiyapuri, Assistant Professor, TNOU	vaiyapurimurugan@gmail.com	9444603124	https://vaiyapuri.moodlecloud.com
13	Dr. D. Vinodhkumar, Assistant Professor, TNOU	Dvkdevanarayanan87@gmail.com	9444212467	https://vinodh.moodlecloud.com
14	Dr. K.S. Ramakrishnan, Assistant Professor, TNOU	drksrk@gmail.com	8248025564	https://drksrk.moodlecloud.com
15	Dr. P. Rajasekaran, Assistant Professor, TNOU	Harkrish110@gmail.com	9443674610	https://drpr.moodlecloud.com
16	Dr. C. Barathi, Assistant Professor, TNOU	drcbarathi@gmail.com	9976698244	https://drcb.moodlecloud.com
17	Dr. P. Pandia Vadivu, Assistant Professor, TNOU	drpandiyar@gmail.com	9952050205	https://pandiyarvadivu.moodlecloud.com
18	Dr. B. Anupama Devi, Assistant Professor, TNOU	anupama.tnou@gmail.com	8428575967	https://dranupama-77.moodlecloud.com
19	Dr. N. Saranya Devi, Assistant Professor, TNOU	saranyan19@gmail.com	9940190034	https://meenambiyain.moodlecloud.com
20	Dr. S. Aranaganathan, Assistant Professor, TNOU	aranganatnou@gmail.com	9844621706	https://aranganathan.moodlecloud.com
21	Dr. R. Mahendran, Assistant Professor, TNOU	drarmahendran@gmail.com	9487700180	https://mahendran.moodlecloud.com
22	Dr. A.S. Arul Lawrence, Assistant Professor, TNOU	arullawrence@gmail.com	9994103888	https://arullawrence.moodlecloud.com
23	Mr. R.M. Tamil Selvan, Assistant Professor, TNOU	miffytamil1@gmail.com	9841685515	https://tamilselvan.moodlecloud.com
24	Dr. P. Chitra, Assistant	chitra.emedia@gmail.com	9043651136	https://chitra.moodlecloud.com

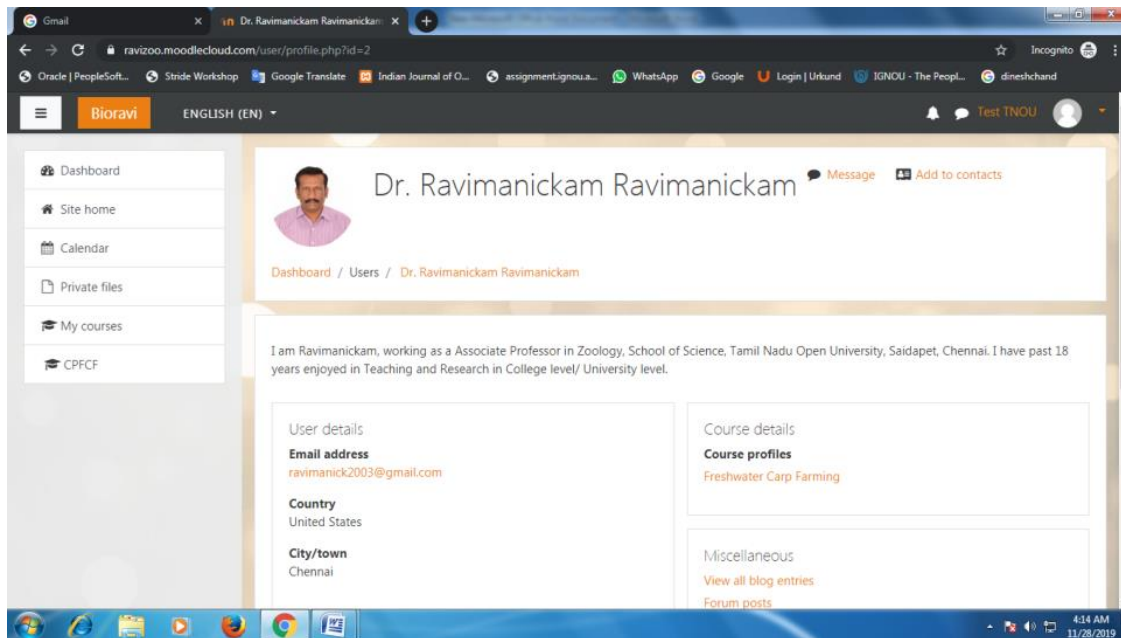|				
	Professor, TNOU			
25	Dr. K. Katturajan, Assistant Professor, TNOU	kathigis@gmail.com	9486459856	https://kathigis.moodlecloud.com
26	Dr. C. Karthikeyan, Assistant Professor, TNOU	Karthikeyan251973@gmai.com	9443214777	https://ckparanan.moodlecloud.com
27	Dr. D. Thirumalraja, Assistant Professor, TNOU	thiruilya@gmail.com	9976650918	https://thiruilya.moodlecloud.com
28	Dr. P. Shanmuga Velan, Assistant Professor, TNOU	shanchemmku@gmail.cm	8940409751	https://shanchem.moodlecloud.com
29	Dr. E. Iniyan, Assistant Professor, TNOU	initnou@gmail.com	9003139800	https://initnou.moodlecloud.com
30	Dr. E. Kumar, Assistant Professor, TNOU	kumarnan@gmail.com	9600355234	https://kvmarnano.moodlecloud.com
31	Mrs. Pragadheeswari, Assistant Professor, TNOU	pragadheeswari12@gmail.com	9865934343	https://pragadheeswari.moodlecloud.com
32	Dr. S. Anantharamakrishnan, Assistant Professor, TNOU	ananthsenthivel@gmail.com	9944998715	https://ananthsenthivel@moodlecloud.com
33	Dr. R. Arumurugam, Assistant Professor, TNOU	arumugamrspm2017@gmail.com	8695004048	https://arumugam.moodlecloud.com

Programme Schedule

S. No	Time	Activity Session	Resource Person	Outcome
Day 1				
1	10-10.30am	**Inauguration**	VC, TNOU Madhu Parhar S. Subramanian G. Mythili	
	10.30-11.30	Digital Initiatives of GOI in Higher Education: SWAYAM Guideline 2017 and Online Regulation 2018	Madhu Parhar	Faculty will describe and judge the online regulations of GOI.
	11.30-11.45	**Tea Break**		
2	11.45- 1.00	Enabling the Blended Learning and Review some quality Online Courses	Madhu Parhar	Explain Blended Learning in Online Courses
	1.00-2.00	**Lunch Break**		
3	2.00- 3.15	Designing an Online Course	G. Mythili	Design an online course
	3.15-3.30	**Tea Break**		
4	3.30-5.30pm	Designing an Online Course and identify appropriate OER for the Course	G. Mythili	Identify appropriate OER and suitable CC licensing
Day 2				
5	10-11.15	Identification of Online Courses and Action Plan	Madhu Parhar	Prepare a action plan for an identified online course
	11.15-11.30	**Tea Break**		
6	11.30- 1.15	Content Development	G. Mythili	Create content and locate OER for the selected online course
	Lunch			
7	2.00-3.30	Introduction to Moodle, Moodle Cloud Site Registration, Moodle App/Moodle Desktop Installation	G. Mythili	Create account on Moodle

	3.30-3.45	**Tea Break**		
8	**3.45-5.30**	Course Creation, News & Announcements, Creation of Users	G. Mythili	Create a course and users on Moodle
Day 3				
9	**10-11.15**	Uploading the Course Content and assign students to the course	G. Mythili	Update the content and allocate students for the course
Tea Break				
10	**11.30- 1.15**	Working with Assessment-Assignment	G. Mythili	Create an assignment in Moodle for the online course
	Lunch			
11	**2.00-3.30**	Working with Assessment-Quiz	G. Mythili	Create quiz in Moodle for the online course
	Tea Break			
12	**3.45-5.30**	Working with Interactivity (Synchronous and Asynchronous)	G. Mythili	Create Synchronous and asynchronous in Moodle for the online course
Day 4				
13	**10-11.15**	Learning Analytics		Describe learning analytics and its important and work on logs
	Tea Break			
14	**11.30- 1.15**	Working on MOODLE (Hands-on-Practice)	G. Mythili	Practice all the components on Moodle
	Lunch			
15	**2.00-3.30**	Participants Group Presentation	G. Mythili	Present the group work
16	**3.30-4.00pm**	Valedictory followed by Tea		

Some Clips of Online course on Moodle developed by the participants

Screenshot 1 (Dashboard):

Gmail | Dashboard

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Oracle | PeopleSoft... | Stride Workshop | Google Translate | Indian Journal of O... | assignment.ignou.a... | WhatsApp | Google | Login | Urkund | IGNOU - The Peopl... | dineshchand

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Dashboard

- Dashboard
- Site home
- Calendar
- Private files
- My courses
- VDAS 1

Customise this page

Course overview

All (except hidden) | Course name | Card

Miscellaneous
Automobile Engine and Electricals

0% complete

Show 12

Recently accessed courses

Private files

No files available

Manage private files...

Timeline

No upcoming activities due

Online users

4:22 AM 11/28/2019

Screenshot 2 (Teaching Learning Process):

Gmail | VDAS 1: Teaching Learning Proc...

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Oracle | PeopleSoft... | Stride Workshop | Google Translate | Indian Journal of O... | assignment.ignou.a... | WhatsApp | Google | Login | Urkund | IGNOU - The Peopl... | dineshchand

Meena | ENGLISH (EN) | Test TNOU

- VDAS 1
- Participants
- Badges
- Competencies
- Grades
- **General**
- 16 November - 22 November
- 23 November - 29 November
- 30 November - 6 December
- 7 December - 13 December

Dashboard / My courses / VDAS 1 / General / Teaching Learning Process

Teaching Learning Process

This Course consists of 25% of Internal marks and 75% of External marks.

The Internal component of 25 marks includes 4 quizzes and 1 assignment. The learner have to attend atleast 4 quizzes out of the 6 uploaded quizzes and have to upload the 1 assignment as and when uploaded as per the schedule.

The External marks is as per the Term-End Examination (TEE). The TEE will consists of 100 Multiple Choice Question.

The learner should score a minimum of 15 marks in Internal assessment and 40 marks in External assessment for getting a Certificate.

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◄ Learning Outcomes | Jump to... | Car Engines ►

You are logged in as Test TNOU (Log out)
VDAS 1
Data retention summary
Get the mobile app

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VDAS 1

- 👥 Participants
- 🛡 Badges
- ☑ Competencies
- ▦ Grades
- 🗀 General
- 🗀 16 November - 22 November
- 🗀 23 November - 29 November
- 🗀 30 November - 6 December
- 🗀 7 December - 13 December

Video 1

Construction and Working of Inte...
Construction of IC Engine [1]

Walchand Institute of Technology, Solapur

Unit-1

Car Engines

Structure

Overview
Learning Objectives
1.1. Historical Overview
1.2. Internal Combustion Engine
1.3. Engine and its Construction
    1.3.1. Constructional features of IC Engine
1.4. Principles of Operation of IC Engines
    1.4.1. Four stroke cycle Diesel engine
    1.4.2. Two stroke cycle Diesel engine
    1.4.3. Four stroke Spark Ignition (SI) engine
    1.4.4. Two stroke cycle Petrol engine
1.5. Comparison of CI and SI Engines
1.6. Advantages and Disadvantages of 2-stroke cycle over 4-stroke cycle
1.7. Classification of IC Engines
1.8. Firing Order
1.9. Different Cycles of Engine
Let us sum up
Answers to Learning Activity

Overview

In this Unit you will learn about Historical Overview, Internal Combustion Engine, Engine and its Construction, Constructional features of IC Engine, Principles of Operation of IC Engines, Four