

It's Alive

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In my role as a Digital Learning Specialist I often see instructors become overwhelmed by the amount of technology and resources that are available to be used. In my empathy map I identified that one of the main pain points is that instructors will take on too much or that they are trying to learn too many new things at once and can become overwhelmed. Another thing I noted is that sometimes they are intimidated by new technologies and that they sometimes compare their own experience/knowledge to their colleagues. The one thing that every instructor has in common is that they want to give their students the best learning experience possible and are trying to figure out how to do just that.

The learner challenge that I decided to focus on was “How do I decide which technology to start with?”. All the technologies offer something great and unique so it can be hard to decide where to start!

That's where I come in. As mentioned in a previous activity, my main goal is to help instructors become comfortable with teaching online and using technology. I help them to keep it simple for themselves by focusing on what's needed first and then developing skills further from there. For example, if someone is teaching synchronously but has never used Microsoft Teams then we would start with a basic introduction to Teams so they can have successful synchronous classes. If they are interested in using more features in Teams then we will build from there, but the priority would first be to get them comfortable with basic features including booking a meeting, accessing a meeting, sharing their screen, muting participants and themselves, turning their camera on/off, etc. Using the SECTIONS Model and Prototype plan helped me determine that Forms will be a good tool for what I'm trying to accomplish.

My idea is to use Microsoft Forms as an initial self-assessment tool for instructors to fill out before meeting with me. Generally, I have an idea of what instructors need prior to meeting with them. Using Microsoft Forms though will ensure that we are both on the same page and will stop me from making any assumptions about their digital literacy. I will ask questions regarding their delivery method (synchronous/asynchronous) and how comfortable they are with different technologies based their delivery method.

Please see the screenshots below of my first draft of the Form I would send out.

Technology Self-Assessment

This is a self-assessment for how comfortable you are using different technologies. This will give us both a better understanding on where to get started.

1. How will you be delivering your course lectures?

- Synchronous
- Asynchronous
- Both synchronous and asynchronous

2. Please rate the following statements based on your own experience with Microsoft Teams.

	Strongly Disagree	Disagree	Neutral	Agree	Strongly agree
I have downloaded the Teams App	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I can join a meeting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I can create a meeting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am familiar with basic meeting features (mute on/off, camera on/off, using the chat, seeing participants, sharing my screen)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am familiar with more advanced features (using breakout rooms, changing background, setting meeting options)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
If I am not familiar with more advanced features, I am interested in using these in the future	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall I am comfortable using Microsoft Teams	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Please rate the following statements based on your own experience with Panopto.

	Strongly Disagree	Disagree	Neutral	Agree	Strongly agree
I have downloaded the Panopto App	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am able to configure my course with Panopto	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am familiar with basic Panopto features (recording, adding captions, editing video, embedding video)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am familiar with more advanced features (adding quizzes, using Panopto Assignments)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
If I am not familiar with more advanced features, I am interested in using these in the future	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall I am comfortable using Panopto	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. Please rate the following statements based on your own experience with Blackboard.

	Strongly Disagree	Disagree	Neutral	Agree	Strongly agree
I can access Blackboard and my course from SLC.me	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am familiar with basic Blackboard features (adding menu areas/organizing menu, organizing modules, creating and grading assignments, sending announcements, adding items/files, setting up the grade center and final grade column)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am familiar with more advanced features (course copies, using rubrics, using discussion board, creating tests, using groups)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
If I am not familiar with more advanced features, I am interested in using these in the future	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall I am comfortable using Blackboard	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>