

## **I Chose Microsoft Teams**

### **Enter your "Students" response:**

Microsoft Teams is a free technology with many useful features that is used and supported by college. It is free and can be used on various platforms, including Windows, Mac, iOS, and Android. Students can access it using a broad range of devices such as desktops, laptops, tablets, and smartphones.

Students can access Microsoft Teams from anywhere with an internet connection. They can use it both on campus, and at home making it a flexible tool for remote learning and collaboration.

To effectively use Microsoft Teams, students should have basic digital literacy skills, such as navigating the internet, and perform tasks like sending messages, and scheduling meetings.

### **Enter your "Ease of Use" response**

Microsoft Teams is designed to be user-friendly and reliable providing a familiar interface for those who have used Microsoft products, and it's easy to navigate. Microsoft is one of the largest tech companies in the world, highly stable and well-established provider that offers great technical supports.

While it's unlikely that Microsoft will cease to exist, students can mitigate the risk of data loss by regularly backing up their content and materials to local storage or other cloud services.

### **Enter your "Cost" response**

Microsoft Teams is generally considered user-friendly and can be set up quickly for communication and collaboration needs. College supports innovative teaching technologies through training resources.

Microsoft Teams can be complemented with a variety of OER (videos, powerpoints, word and pdf documents) to enhance teaching and learning.

### **Your "Teaching and Pedagogical Considerations" response**

Microsoft Teams allows students to work together on assignments and class projects. This supports the development of teamwork and communication skills. It can also provide both synchronous and asynchronous communication. Microsoft Teams can also enhance self-directed learning as students can use and share their documents and slides and providing feedback. Finally, the platform promotes communication not only between instructors and students but also among students.

Microsoft Teams allows for the presentation of content in various formats, live collaboration, and captions.

### **Your "Interaction" response**

Microsoft Teams facilitates communication and collaboration by providing chat, audio and video calling, and discussions. This is especially useful for developing skills related to teamwork and project collaboration. It also provides file sharing and meetings in real-time.

Microsoft Teams technology effectively supports a good balance of instructor interaction time and students by facilitating live classes and group discussions.

### **Your "Organisational Issues" response**

College encourages and provides supports for instructors who wish to explore and incorporate new technology into their teaching. This includes workshops, training sessions, and IT support.

### **Your "Networking" response**

Networking is crucial for students to expand their knowledge sharing abilities and build professional relationships. Students can communicate using Microsoft Teams in one to one or group meetings.

### **Your "Security and Privacy" response**

Microsoft Teams allows control over who can access student data. Students can mute or decide not to use camera. There may be areas of teaching and learning that should only be accessible to registered students.

Learning Management Systems (LMS) like Blackboard allows students to access restricted course materials using their id.