Professional Certificate in eLearning Paradigms: Facilitate e-Discussions for Effective Online Learning

1.   COURSE DESCRIPTION

e-Discussions for online learning are not popular due to the absence of face-to-face interactions. Learners tend to shy away from active participation and not keen to contribute to the discussions meaningfully. This hands-on workshop focuses on the effective strategies for e- discussion – how to facilitate productive and meaningful contributions with a creative thinking framework, and assess learning from the qualitative evidences of learning.

No prior experience in delivering e-learning is required. Participants will be provided access to a learning management system to develop online facilitation tools and collect data for assessment of learning.

2.   STUDENT LEARNING OBJECTIVES/ OUTCOMES

At the end of this workshop, participants will be able to:

a. Use synchronous and asynchronous communication tools
b. Describe the function of an online discussion facilitator
c. Develop generic and topical discussion strategies
d. Apply a thinking framework to craft discussion topics
e. Create discussion topics and e-moderate postings
f. Collect qualitative data
g. Assess discussion postings

3.   TARGET AUDIENCE

This workshop empowers CET Professionals including:

- **Educators**:
    Trainers, coaches, facilitators, educators, media developers

- **Training Managers**:
    e-learning specialists, developers, programme managers, training managers

- **Human Resource Developers**:
    Learning & development managers, consultants

4. TECHNICAL REQUIREMENT

Participants are required to bring a computer notebook with WiFi connectivity and have the following operating system and functions in the notebook:

Windows XP or 7 operating system
Administrator's rights to install applications

Note: WiFi access to the Internet is provided at the training site.

5. LESSON PLAN

Duration	Topics
1 hrs	Online discussions applications in learning • Examples on online discussions • Pros and cons of online discussions • Function of online discussion facilitator - What is the role? What are the responsibilities?
0.5 hrs	Communication tools for online discussions • Types of asynchronous tools • Types of the synchronous tools • What are the pros and cons?
1 hrs	Online discussion strategies • Use of generic forum • Use of topical forum • Apply a thinking framework
1.5 hrs	Develop a general and topical forum • Craft forum questions and threads • Apply SOLO taxonomy to design assessment rubric

2 hrs	Create discussion forums in LMS • Create discussions forums • Create threads • Post discussion items
1 hrs	Apply Salmon's e-Moderation process to facilitate discussions (1 hr) • Apply SOLO taxonomy to assess discussions

Course duration: 7 hours

6. FACILITATOR

Dr Soo Wai Man has more than two decades of teaching and instructional development experiences. He had served at two local polytechnics, SIM University, Singapore Management University, Citigroup, and as Deputy Director, Institute for Adult Learning, where he introduced blended e-learning into WSQ courses, conducted workshops on e-learning design and development.

Wai Man actively conducts continuing education and learning workshops with the Adult Education Network, Singapore. His highly rated workshops cover the entire spectrum of e-learning design, development and implementation. He is a certified Adult Educator Professional, a credential of the Institute for Adult Learning.

Education

- Ph.D. (Instructional Design and Development), NTU-NIE (2003)
- M.Ed. (Educational Studies), Sheffield University, U.K. (1996).
- M.A. (Computer Education), United States International University, San Diego, California, U.S.A. (1991).
- Higher National Diploma (Electronics), Southampton College of Higher Education, U.K. (1984).
- WSQ Certificate in Training and Assessment
- WSQ Diploma in Adult and Continuing Education