



Introduction to teaching and learning online

Facilitator's guide

Session details

This module is conducted as part of the **Teaching Online Essentials** program. It is included as the introductory 30 minute session within the first workshop (2-3 hours)

Module:	Introduction to Learning and Teaching Online
Mode:	Face-to-face small group workshop, > 15 participants
Session time:	30 minutes
Prerequisites:	Essential Computing Skills for Online Teaching (self-paced)

What you'll need

Computer & projector

PowerPoint file – “intro_teach_learn_present.ppt”

Whiteboard & markers

Printed handouts:

- PowerPoint presentation (notes pages)
- **Models of online teaching and learning** – ‘models_tlo_quick.doc’
- **Ten reasons for going online** – ‘ten_reasons_online_handout.doc’
- **Ways to use MyLO within your unit** – ‘ways_use_mylo_general.doc’

Learning outcomes

1. Explain what is meant by ‘going online’ and why online teaching & learning is being incorporated into higher education (and education and training generally)
2. Briefly describe the ways in which online teaching and learning is being practised at UTas
3. Outline the key features of a ‘learning management system’ and describe in general terms the common tools provided.

Session plan is on the following page

Session plan

Stage		Description	Resources	Time mins.	Total time
1	Introduction & overview	Outline the session and overall program Overview learning outcomes.	Slide: Introduction to learning & teaching online Slide: Learning outcomes	05	(05)
2	'Going online'	Ask participants to jot down 3 key words/phrases that capture their notions of teaching & learning online. Share their responses; wrap up & present UTas teaching & learning online definition.	Slide: Going online: what does it mean? Slide: Definition of teaching & learning online	08	(13)
3	Reasons for going online	Present and invite discussion. [Note: these are simply the main benefits; participants may think of others]	Slides (3): Reasons for going online : staff; student; organisation Handout: 'Ten reasons for going online'	06	(19)
4	OTL at UTas	Outline models of teaching & learning online in use at UTas. Present trends in MyLO use at UTas.	Slide: Three common approaches Handout: 'Models of online teaching & learning' Slide: Trends in MyLO use at UTas	06	(25)
5	Introduction to MyLO as a learning management system	Explain the concept of a learning management system. Overview the common tools (both teaching/learning and management) they provide.	Slide: Learning management systems Slides (2): Common MyLO tools/features" <ul style="list-style-type: none"> • T & L tools • Management tools 	05	(30)

Note: Session to follow this (in the **Teaching Online Essentials** program) is **Exploring the student view**