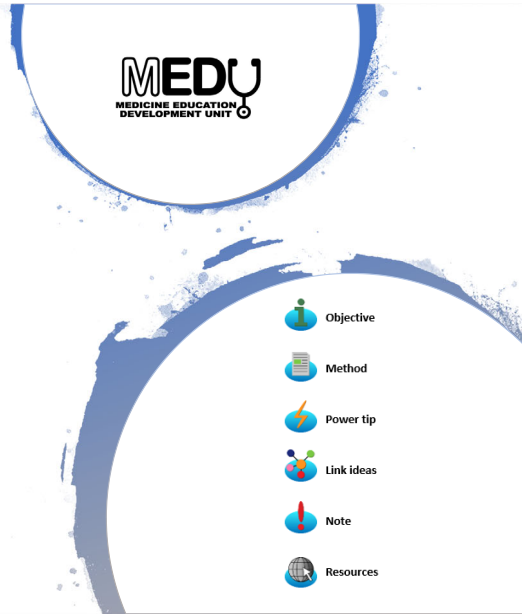


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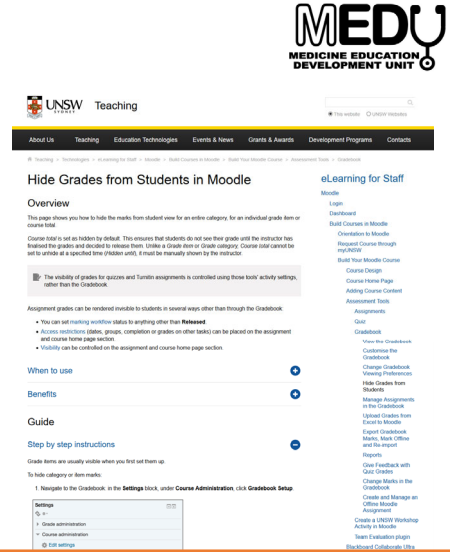


# Designing effective guides for online teaching

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# Introduction + Aims

- Index of all Moodle pages is great
  - Difficulty finding resources
  - Technobabble?
  - Focus on the options not the teaching
- Create guides that:
  - Focus on the teaching (time + task)
  - Avoid jargon
  - Assist the user in retaining new skills
    - Link with and reinforce current knowledge
  - Avoid duplication



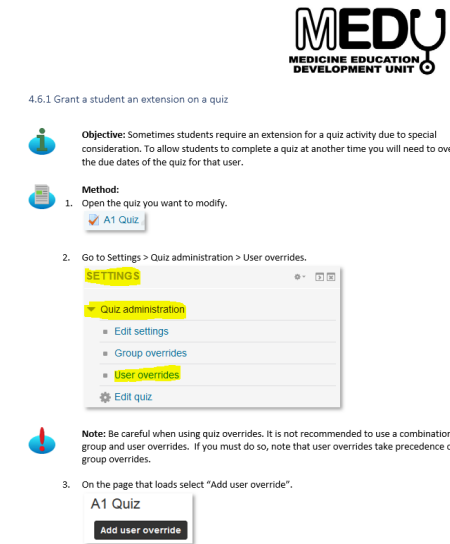
# Methods – design guides that

- Focus on the teaching (time + task)
  - Weekly email
- Avoid jargon
- Develop and retain skills
  - Standard layout
  - Icons and text to prompt
  - Resources
- Avoid duplication



# Results

- Guides for 32 teaching tasks and growing
- Course convenors feedback:
  - “Thank you for sending the Moodle tips each week, they are really great”
  - “Thanks Will always useful”
  - “I think I did it thanks to your fab instructions”



# Future directions



- Keen desire for handy collection/  
printed guide
- MEDU Manual to Moodle
  - Time and task
    - Before, during and wrap up
    - Teaching task

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