

FHS *E-Learning workshops*

- **Online Summative and Formative course**

assessment

(G Doyle) 21 July, 9 am – 11 am ComputerLab1 NLC

Vula's Test and Quiz (T&Q) tool enables you to set MCQs, fill-in-the-blank, numeric response, short answer, true/false or matching type questions. T&Q allows negative marking, generates question statistic and simplifies item analysis. In this workshop we will not only cover how to set up both formative and summative assessments but what makes a good MCQ, and how to use the statistics generated to improve your MCQs.

- **Outlook: Managing your mailbox**

(UCT ICTS) 21 July, 1 pm – 2 pm ComputerLab1 NLC

This one hour training session will equip you to take control of your MS Outlook mailbox!

- **How to structure your course online using Vula**

(G Doyle) 26 July, 11 am – 1 pm ComputerLab1 NLC

The Lessons tool (formerly called Lesson Builder) allows one to organize resources, quizzes, assignments, forums, and media (e.g. videos, audios and images) in a central location so that students don't need to navigate to different tools to get things done. Lessons allows you to structure your course in a modular format that could guide your students through their learning tasks. It creates structured pages that pull content and functionality from other tools and organizes them as a series of sequential tasks. In the current version one can also require that students meet a certain criteria before proceeding to the next section. This workshop will expose the various options in the Lessons tool and provide participants with a hands on experience of using this tool.