

Appendix 10 Activity design template

Activity title

Give your activity a clear and relevant title.

Learning outcome(s)

Decide what you want participants to learn by doing this activity. Take into account participants' prior knowledge and experience and their current contexts.

Purpose

Identify the purpose of the activity. State the purpose clearly and concisely.

Task

Outline the task that participants will be required to do. The task should be short enough to enable most participants to

complete the task with ease in the given time period.

Provide clear instructions.

State whether students will be required to work individually or in groups.

Tools

Identify the tools that participants will require to perform the task (e.g. chat, discussion forums, email, wiki).

Time

Provide guidelines on when the task should be completed and how much time will be required by the participants.

