

# Innovative Teaching Using Technology

*Innovate, Integrate, Inspire*

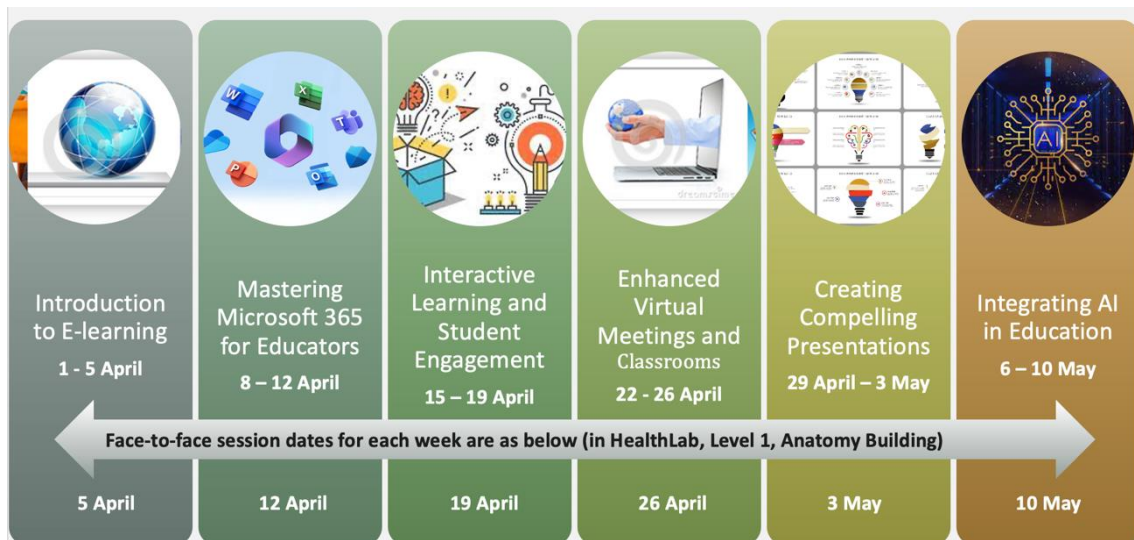
**Starts 1 April 2024 – Register [here](#)**

## Introduction

In the wake of the COVID pandemic, the educational landscape has undergone a seismic shift, catalysing an EdTech revolution that necessitates educators' fluency in technology integration across all teaching and research dimensions. The accelerating pace of technological innovation brings complexity and an array of choices, which can be daunting. Educators must strategically incorporate technology in physical classrooms and online learning environments to navigate this terrain swiftly. The Education Development Unit in the Health Sciences Faculty presents a 12-hour course designed to empower teaching staff with the skills to harness technology effectively and efficiently, tailored to resonate with their unique content areas. This course underscores the principle that merely transferring existing teaching materials to a digital format is insufficient; instead, educators are guided to intentionally integrate technology, enhancing resource accessibility, fostering collaboration, adding instructional flexibility, and conserving time. While the course is anchored in practical application for educators, its scope extends to researchers and professionals seeking to understand and leverage contemporary and widely used technologies. The course is committed to equipping participants with the confidence and competence to engage in innovative student interactions using the latest tools and applications available at the institution and beyond.

## Course Summary

The course is scheduled for Friday afternoons, accommodating participants who prefer to engage in a dynamic, face-to-face setting or virtually through MS Teams. While the richness of in-person interaction is irreplaceable and highly encouraged, we value the flexibility and inclusivity provided by the online option. Tailored for educators, particularly those seeking to build or enhance their e-learning competencies, this course is committed to demystifying the integration of innovative technologies in pedagogy. Participants will be immersed in a learning experience that combines the robust UCT learning management system with live demonstrations, interactive sessions, and curated scholarly articles. The curriculum focuses on Microsoft's ecosystem and introduces other freely available and institution-supported tools, such as Wooclap and Padlet. The principles taught in the course could be applied to any of the other cloud-based platforms. Each topic is independently run, and knowledge of the previous topics is not required. Beyond merely acquainting educators with new tools, the course aims to facilitate hands-on experience, thereby instilling the confidence and practical know-how to weave technology into their teaching and learning practices.



## Topics

1. **Introduction to E-learning:** Explore the evolution of e-learning, especially in the post-COVID era. Discuss the impact of technological advancements on student interaction and the role of digital platforms in transforming teaching methodologies. Analyse current trends and prospects in e-learning, setting a foundational understanding for integrating technology in education.
2. **Mastering Microsoft 365 for Educators:** Delve into the capabilities of Microsoft 365, focusing on leveraging its tools for enhancing teaching and learning. Explore OneNote, OneDrive, and Planner applications to create a productive, organised, collaborative educational environment.
3. **Interactive Learning and Student Engagement with Wooclap and Microsoft Forms:** Combine the functionalities of Wooclap and Microsoft Forms to create an interactive learning experience. Learn to design real-time quizzes, polls, and questions with Wooclap, and use Microsoft Forms for surveys, quizzes, and assessments. Discuss strategies for analysing responses, providing feedback, and integrating these tools into your teaching to actively engage students and personalise their learning journey.
4. **Enhanced Virtual Meetings and Classrooms with Microsoft Teams:** Focus on the advanced features of Microsoft Teams for virtual meetings and classrooms. Explore strategies to enhance participation, manage online classrooms, use breakout rooms for group activities, and ensure a productive, engaging, and secure virtual learning environment.
5. **Creating Compelling Presentations: PowerPoint in Education:** Explore the advanced functionalities of PowerPoint to create compelling presentations for educational purposes. Focus on design principles, multimedia integration, and interactive elements to make presentations a powerful tool for teaching, engaging students, and showcasing research effectively.
6. **Integrating AI in Education:** Introduce the fundamentals of AI and its applications in the educational sector. Discuss how AI can personalise learning, automate administrative tasks, and provide insights into student learning patterns. Explore ethical considerations, challenges, and the potential future impact of AI in reshaping education.

## Objectives

The objectives of the course are to:

- Equip participants with advanced e-learning tools and strategies to foster student engagement, streamline instructional delivery, and optimise time management.
- Provide immersive experiences with contemporary e-learning technologies, enhancing participants' confidence and competence in integrating these tools effectively into their teaching methodologies.
- Develop sophisticated blended teaching capabilities that leverage in-person and digital modalities. This enables educators to extend their pedagogical impact beyond the traditional classroom environment and cater to diverse learning contexts.

## Learning outcomes

By the end of the course, participants should be able to:

- Gain a comprehensive understanding of e-learning and educational technologies, including their scope, current trends, and implications for future pedagogy.
- Acquire the skills to design and structure teaching activities that integrate the technologies discussed in the course, such as Microsoft 365 and institution-supported applications.
- Master cloud computing services for document management and collaborative work, focusing on Microsoft OneDrive and Teams.
- Apply knowledge of online forms and classroom response systems, like Wooclap and Microsoft Forms, to gather and utilise student feedback effectively in teaching.
- Become proficient in facilitating remote teaching, virtual classrooms, and webinars, emphasizing interactive and engaging delivery.
- Develop an enhanced awareness of what constitutes an exceptional presentation and learn to utilise PowerPoint to its full potential, creating engaging and informative content.

## Course structure

The course spans six weeks, with a commitment of two to three hours weekly, encapsulating direct instruction, hands-on activities, and reflective practice. The initial module, 'Introduction to E-learning,' sets the foundational context for the subsequent topics and is a prerequisite for the full benefit of the course progression. Subsequent modules, built upon the principles outlined in the introductory session, are designed to function independently, offering participants the flexibility to select topics most pertinent to their interests and professional development needs. Content for each module will be made available the Friday before its scheduled week, granting participants ample time for review and preparation. All course materials, including instructional content, interactive exercises, and further reading, will be accessible through the learning management system ([Vula](#)), ensuring a seamless and integrated learning experience.

## Cost & CPD points

The Education Development Unit within the Health Sciences Faculty continues to champion professional development by fully subsidising this course. Thus, it remains accessible to participants at no cost. Participants will accrue 2 CPD (Continuing Professional Development) points for each week of completed tasks, potentially earning up to 12 CPD points upon fulfilling all course requirements. These points are contingent upon completing tasks aligned with the established CPD standards.

## Reflective learning

Each week, participants are tasked with engaging in the primary readings and fulfilling specific practical tasks, after which they are encouraged to document their learning reflections. This reflective practice is not merely a pedagogical strategy but the bedrock of professional growth, aiding in synthesising and applying new knowledge. In keeping with the course's innovative spirit, reflections can now be enriched with multimedia elements such as audio, video, or digital annotations, leveraging the latest technologies to articulate insights. These reflections within Vula provide a rich tapestry for peer-to-peer and facilitator feedback, fostering a collaborative learning community. Additionally, participant feedback on each module—gathered through a few targeted questions—will inform continuous course improvement. Embracing reflection involves looking inward and engaging with the broader community to enhance collective understanding and pedagogical strategies.

## Accessing the course

The in-person sessions of the course are held in the Computer Lab located in the basement of the Anatomy Building on the Health Sciences campus. Workshops will be on Friday afternoons from 13:30 to 15:30. Detailed directions will be provided to assist you in finding the location. All participants, whether attending face-to-face or online, must log in to Vula using their UCT credentials, which may be a staff number, student number, or third-party number.