



UNIVERSITY
of
TECHNOLOGY,
MAURITIUS

School of Innovative Technologies and Engineering

Department of Creative Arts, Film & Media Technologies

Short Course in ICT for Online Teaching and Learning

COURSE DOCUMENT

Version 2.0

SCOTL

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University of Technology, Mauritius

La Tour Koenig, Pointe aux Sables, Mauritius

Tel: (230) 2075250 Fax: (230) 234 1747 Email: site@umail.utm.ac.mu

website: <http://www.utm.ac.mu>

Short Course in ICT for Online Teaching & Learning

A. Course Information

COVID-19 accelerated the adoption of Information and Communication Technology (ICT) tools in many sectors. In the field of education, online learning and blended learning has been the shift by majority of the educational institutions. Working with ICT tools might be a little bit daunting for some educators and instructional designers given the wide variety of tools available.

This course is a technical one that provides an exposure to some of the most popular tools required for content creation, class management and online publishing.

Participants are provided with appropriate information to enable the setup of a home studio. Basic equipment and hardware like camera, lighting, microphones are covered for an insight on the gears to ensure a proper capture. Students learn how to perform how to set up a 3-point lighting, work with chroma key green screen and perform some basic video recording and editing. Live broadcast is covered through the use of Open Live Broadcast with the option to stream on social media.

An overview of Learning Management System (LMS) tools are covered by touring the features of Google Classroom, Zoom, Google Meet and Moodle. Learners are exposed with the various tools available in an LMS for classroom management through Moodle. Participants learn how to add extra capabilities to Moodle through the use of plugins. Inclusion of interactive video contents with the ability to pause a video and superpose activities on top of same is also covered.

The commons internet terms like hosting, domain name, cloud, SSL, and FTP are demystified for the attendees. The major Moodle Administration routine is clarified to improve the confidence of end users in working with the environment. Appropriate back up and upgrade procedures of the LMS administration is covered.

Target audience

Educators, Educational Administrators, IT Support Technicians, Computer Support Officers and Instructional designers & Technologists.

B. Course Aims

The course has been designed to allow participants to gain the technical knowhow to build their own home studio and become proficient in the use of ICT tools for online content creation targeting the education sector. Hands-on experience working with LMS is provided to allow participants operate an LMS environment with confidence. The aim is also to allow attendees to discover the time saving features and advantages that lies within an LMS.

C. Course Objectives

Upon successful completion of this course, students should be able to:

- Demonstrate appropriate skills to vary required settings to operate camera for proper exposure, depth of field and focus.
- Make use of appropriate microphone and audio hardware to acquire sound.
- Show an understanding of 3-point lighting to perform chroma key studio set up.
- Use video editing software to cut, edit, assemble and export videos.
- Export videos for Social Media platforms like YouTube.
- Setup a multicamera environment for livestreaming using Open Broadcast Software (OBS). Understand how Social media Live broadcast operate.
- Demonstrate an understanding of the different LMS available, their advantages and limitations.
- Demonstrate the ability to set up and manage a class with some basic contents on Google Classroom.
- Demonstrate the ability to set up and manage a class using Moodle as LMS.
- Understand and make use of LMS to perform automated marking and grading of exercises.
- Add interactive video contents to an LMS.
- Setting up exercises and manage classes and grade students on an LMS.
- Understand how some LMS like Moodle can be extended through plugins to add additional features.
- Demonstrate an understanding of the technical terms used for the web and the internet.

PART I - Regulations

D. Course Entry Requirements

The course is open to applicants who have studied up to the School Certificate (S.C) or the General Certificate of Education (G.C.E) 'O' Level or IGCSE. Participants will need to be computer literate and do have access to a camera capable of recording at a resolution of Full HD with a minimum frame rate of 24 fps. Mobile phone and Digital Single Lens Reflex (DSLR) cameras are acceptable as devices. Participants will also need to have access to an appropriate computing device capable of running the recent versions of Adobe Creative Suite.

E. Course Mode and Duration

The course consists of 150 hours of learning comprising of 45 hours of delivery which could be any combination of face to face, blended, online, seminar, workshop or joint session. The remaining 105 hours will cover self-learning, self-study, guest lecture etc. This course is on offer as two distinct modes namely the self-study and the professional placement mode.

Self-study mode:

In the self-study mode, the 45 hours of delivery are mainly online. Participants are expected to spend around 105 hours performing some self-learning by going through the contents provided. Students are also expected to work on the assessments within these 105 hours of self-study. This mode of study is ideal for field related enthusiasts willing to work individually from home.

Professional placement mode:

In the professional placement mode, the 45 hours of delivery are either online or via blended learning. Participants are expected to join in a pre-selected company, an institution, a Non-Governmental Organization (NGO) or a training centre for the professional placement. Participants will have hands on practice working with gears and equipment in the field. Participants are expected to spend 45 hours on premises for professional placement and the remaining 60 hours working on their assessments.

The minimum course duration is of 3 weeks and a maximum duration is of 4 months. The duration of the course will depend on the mode the course is run. The exact duration will be communicated during the advertisement.

F. Teaching and Learning Strategies

- Lectures, Tutorials and Practical Sessions
- Online Class Tests and Assignments
- Structured Discussions & Self-Directed Study
- Case Study of real-world problems

G. Student Support and Guidance

Each cohort of the course is allocated a Course coordinator who acts as a liaison between the students and school management and provides support for academic management of the course.

H. Attendance Requirements

Attendance as per UTM current rules and regulations

I. Credit System

The course is equivalent to 6 credits.

J. Student Progress and Assessment

The course will be assessed as 100 % coursework consisting of:

Three assignments as listed in section N.

K. Award Classification

For the award of the **short course certificate in ICT for Online Teaching and Learning**, students will have to score at least 40% on assessments.

Overall weighted mark y (%)	Award
$y \geq 40$	Award Certificate
$y < 40$	No Award

L. Course Organisation and Management

Course Committee: Mr. Riyad Dhuny (UTM), Ms. Laloo Nassirah (UTM) and Dr. Leila Denmamode (UTM)

Course Director: Mr. Dhuny Riyad

Contact Details:

- Room: G2.21
- Telephone Number: 207 5250
- Email: dhuny@umail.utm.ac.mu