

# E-Tutor Qualification 2021 – Workshop I

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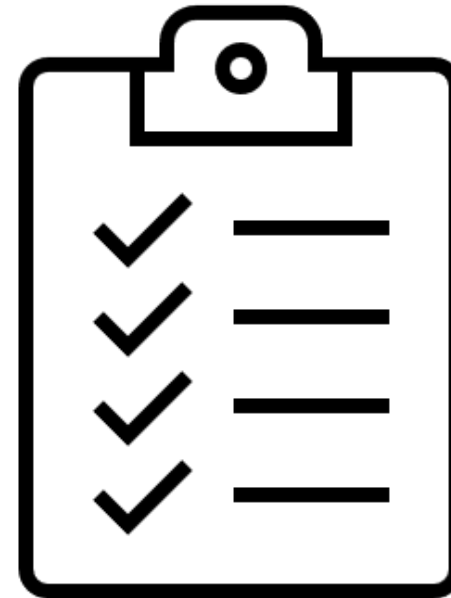


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# Agenda

1. Introduction of participants
2. Kahoot Quiz
3. Discussion: Tool choice
4. Coffee Break
5. Tools & effects in the virtual space
6. Group stage development & suitable media
7. Next steps / Workshops



## 2. Introduction of course supervisors

### Who we are ...



**Prof. Dr. Eric Schoop**

Chair holder



**Alexander Clauss**

Research associate



**Mattis Altmann**

Research associate

### What we do...

Support and solutions for ...

- complex university and company learning environments through suitable e-learning arrangements
- knowledge-oriented teamwork through collaborative social software systems.

Responsible for ...

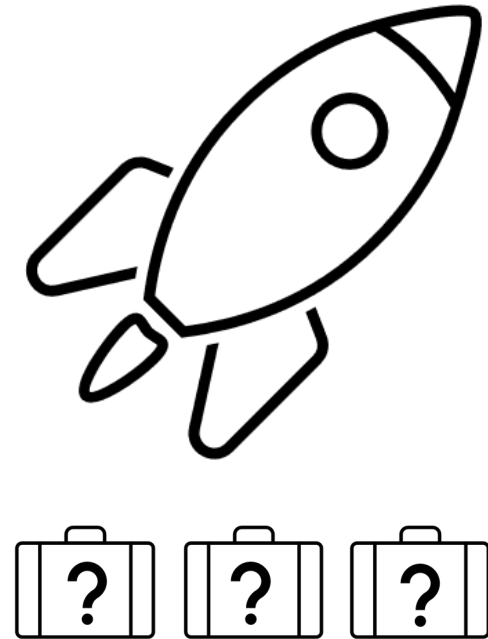
- Community management qualification
- E-Tutor qualification and supervision
- Learning Analytics in community management
- Community Management Expert

Responsible for ...

- Didactical design of e-learning scenarios
- Project management capacity building in E-Learning and Virtual Mobility
- Improvement of group formation processes

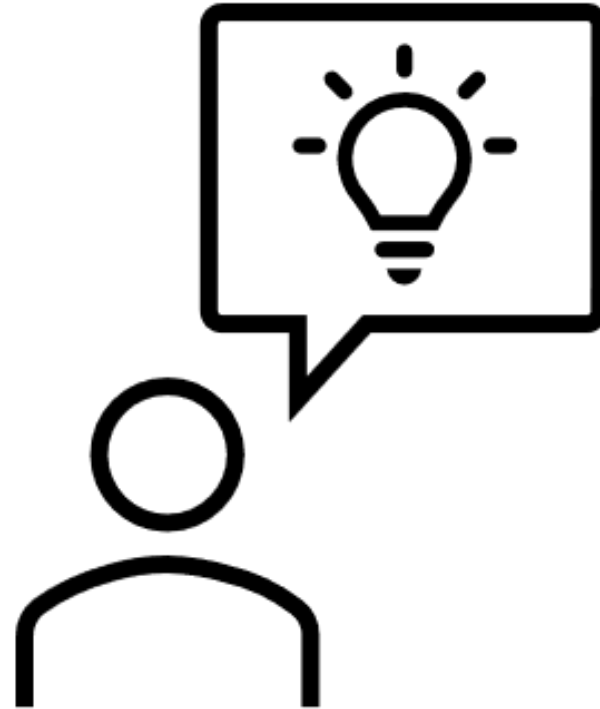
# Introduction of participants

- **Get2know – Lost in (virtual) space**
- Imagine you live on a space station and suddenly there is an evacuation
- You are only allowed to take 3 items with you
- Take 3-5 minutes to write down your items
- The moderator picks you to post your 3 things in the chat, introduce yourself and explain why you have chosen these things



# Reflection of E-lectures

- After completing your first self-paced learning phase, please tell us how you have dealt with it:
- Did everything work for you?
- How often did you look at it?
- Which functions were used?
- Technical problems?
- Open content issues?
- Access in MS Teams?
- Further questions?

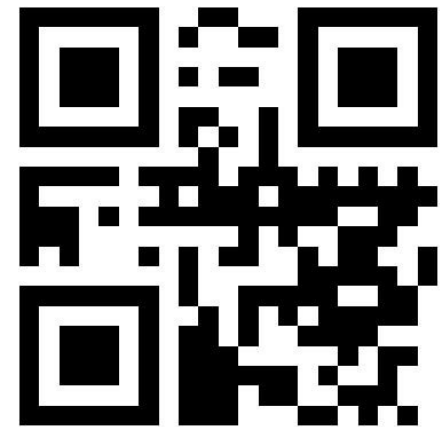


# Reflection with Kahoot

## How to:

- Enter [www.Kahoot.it](http://www.Kahoot.it) (we recommend smartphone, app download not necessary) & enter game pin
- Select the "play" button (upper right)
- Watch the shared screen to see the questions, answer on your device
- At the end – the best players are shown
- Have fun

**Kahoot!**



# Communication Tools

The following statement should be discussed:

"I believe that e-collaboration tools always have to be completely predefined, regardless of the application scenario. Otherwise, the participants will do what they want on the platforms and no supervisor will be able to see the whole picture".



# Communication Tools

Discussion groups

Should employees in <u>companies</u> be able to choose their own e-collaboration tools?	Should students at the <u>university</u> be able to choose their own e-collaboration tools for virtual group work?
<b>Pro</b> free choice of tools in companies <u>Group 1</u>	<b>Pro</b> free choice of tools at university <u>Group 3</u>
<b>Contra</b> free choice of tools in companies <u>Group 2</u>	<b>Contra</b> free choice of tools at university <u>Group 4</u>

Go to MIRO: [https://miro.com/app/board/o9J\\_IF792Rg=/](https://miro.com/app/board/o9J_IF792Rg=/)

Link will be posted into the Chat





# Communication Tools

## Work assignment:

1. *You will work in groups, we will create break out rooms, you will be assigned automatically.*
2. *Make sure you find the right frame*
3. *Discuss the statement within your group, agree on at least four arguments for the given opinion and write them on sticky notes*
4. *We will copy your sticky notes into the mutual discussion*
5. *Mutual discussion of arguments – ping-pong style*
6. *Independent rating of opinions, you can state your real personal opinion regarding the statement*

60  
min

Go to MIRO: [https://miro.com/app/board/o9J\\_lF792Rg=/  
Link will be posted into the Chat](https://miro.com/app/board/o9J_lF792Rg=/)



# Communication Tools

Framework conditions at universities and in companies

University	Companies
<ul style="list-style-type: none"><li>• an overarching objective needs to be achieved<ul style="list-style-type: none"><li>• existing data protection regulations</li></ul></li><li>• inhibitions towards lecturers/superiors<ul style="list-style-type: none"><li>• distinct user group</li></ul></li><li>• (mostly) own server structure</li><li>• archiving requirements</li></ul>	
<ul style="list-style-type: none"><li>• (relatively) homogeneous group (age &amp; media literacy)</li><li>• high acceptance of regulations</li><li>• basic knowledge tool functions</li><li>• strong connections between private life and everyday life at the university</li></ul>	<ul style="list-style-type: none"><li>• inhomogeneous group (age &amp; media competence)</li><li>• different acceptance of regulations</li><li>• knowledge advantage as an essential competitive advantage</li><li>• works council regulations</li><li>• time and financial restrictions</li><li>• employees at different locations</li></ul>



# Coffee Break

Coffee break

Time: 15 minutes



# Tools & Effects

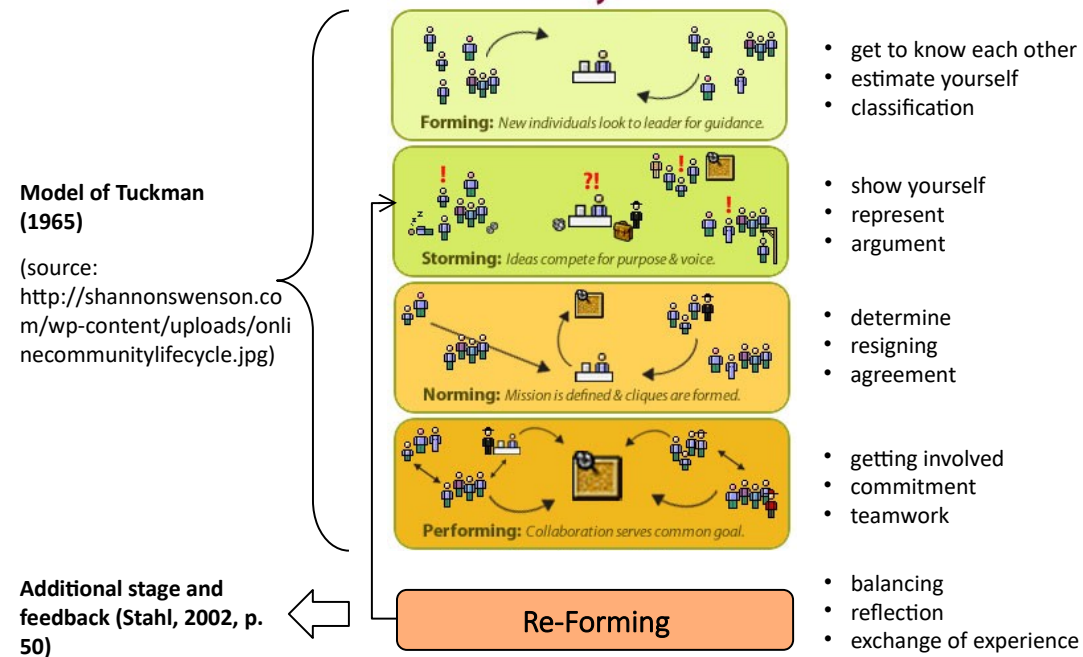
## Complete the Statements Tools & Effects

- Please complete the following statements by entering the most appropriate response category from your point of view
- Right or wrong answers are only a first orientation, alternative solutions are discussed afterwards
- <https://forms.office.com/Pages/ResponsePage.aspx?id=3GKRtwSN9kSzssWh0LG5od0t0HogeLZPt-Pl01k3dpxUOEhWOTJJVEFKOTZJNUg4VzM0UERRMiJGMC4u>

30  
min

# Application: Group stages & suitable media

## The phases of group development



# Application: Group stages & suitable media

## Temporal and social order criteria 1

### Synchronous forms of communication

- Synchronous simultaneous communication - communication partners react to each other in real time (e.g. audio and video conferences, instant messenger/chat\*)
  - Location-independent and direct exchange between different persons or groups permanent internet connection required
- Advantages:
  - ✓ Enables tangible presence to directly answer questions or conduct meetings → topics can be quickly resolved
- Disadvantages:
  - ✓ Compulsion to react ad-hoc → lack of reflection time
  - ✓ Lack of controllability of the time spent

\*opposite simultaneously online

(eteaching.org, 2015)

# Application: Group stages & suitable media

## Temporal and social order criteria 2

### **Asynchronous forms of communication**

- Asynchronous non-simultaneous communication - response with time lag (e.g. forums, e-mail)
- Location and time-independent exchange between different persons or groups of persons
- Advantages:
  - ✓ There is no need to respond immediately to a request or contribution to the discussion → greater flexibility in terms of time and space, as well as the opportunity to take time and be more thoughtful in making a statement
- Disadvantages:
  - ✓ Responses may arrive too late or be forgotten. Information may be harder to find and the references of messages unclear → misunderstandings
  - ✓ Lack of consideration of whether information is truly important to others (FYI, cc).
  - ✓ No control in which mood the message is interpreted

(eteaching.org, 2016)

# Application: Group stages & suitable media

## Application Task; Group Stages & suitable Media

- *Which e-collaboration tools do you recommend to use in the individual phases of team building?*
- *Characterize the recommended tools (type, synchronous, asynchronous).*
- *What are the advantages and disadvantages for each phase? Also consider possible effects on the motivation and participation of group members.*
- *You will work in pairs of two, we will create break out rooms, you will be assigned automatically.*

30  
min



# Application: Group stages & suitable media

## Application Task; Group Stages & suitable Media

Group Stage	Suitable Media	Explanation
Forming <i>(Example)</i>	<ul style="list-style-type: none"><li>– Videoconference</li><li>– Other?</li></ul>	choose synchronous rich media in order to facilitate personal presentation, mutual familiarization and creation of a sense of community
Storming		
Norming		
Performing		
Re-Forming		

30  
min

# Next steps:

Complete the evaluation diary on a regular basis:

- Reflection of the quality of E-Tutor qualification
- Collected regularly in the E-Tutor diary ([template on Teams](#))
- Diary to be handed in 1 week after the final workshop
- Date for hand in of diary: July 2nd 2021
- Upload the diary to the cloud ([LINK](#))



# Next steps

Workshop	Date & Time
Kickoff Meeting	April 23rd, 2021 13:00- 14:00
Self learning phase 1: E-lectures & self evaluation	April 23rd to May 13th 2021
Workshop 1	May 14th 2021 13:00- 16:00
Self learning phase 2: E-lectures & self evaluation	May 14th- May 27th 2021
Workshop 2	May 28th 2021 13:00- 16:00
Self learning phase 3: E-lectures & self evaluation	May 28th 2021- June 10th 2021
Workshop 3	June 11th 2021 13:00- 16:00
Self learning phase 4: E-lectures & self evaluation	June 11th- June 24th 2021
Workshop 4	June 25th 2021 13:00- 16:00

**Self learning phase:** E-lectures and self evaluation tests; asynchronously

- Self paced
- Individual learning

**Workshops:** Consolidation of knowledge acquired in the self learning phase; synchronously

- Led by TUD
- Learning in groups

# Workshop Reflection

## Questions?





Virtual Albanian European  
Universities eXchange

Thanks a lot for your  
attention.

More information about the project: [www.valeu-x.eu](http://www.valeu-x.eu)

More information about the Chair of Information Mangement:  
[https://tu-dresden.de/bu/wirtschaft/winf/wiim?set\\_language=en](https://tu-dresden.de/bu/wirtschaft/winf/wiim?set_language=en)

[www.valeu-x.eu](http://www.valeu-x.eu)



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