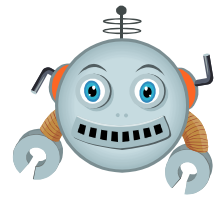


Support for students & staff developing e-learning resources



What's possible?

You might want to consider using the following technologies when developing e-learning resources. While many of these tools exist in Moodle (<http://moodle.ucl.ac.uk>) other systems are available too.

- **Moodle Quiz** - allow students to test existing knowledge, learn new things and find out what areas to work on. Different questions types include: multiple choice, drag and drop, calculated (numerical), matching, fill in the blanks (cloze), random question and more...
- **Video** – to explain concepts and deliver materials before a lecture (20 mins max). UCL uses Lecturecast for delivering videos to students. Videos can be uploaded (by a staff member or recorded in lecture theatres, or on a laptop using Personal Capture software. Alternatively, videos from YouTube can be embedded within Moodle books, quizzes, lessons or pages.
- **Moodle Lesson** – deliver information via text, sound, images and video and then test understanding of the content before allowing students to proceed. You can also use lessons to allow students to choose a path through the information, which is useful for scenarios in which students select an action and then the consequences are described on the next page.
- **Moodle Discussion Forum** – allow students to get to know each other using an *introductions forum*; ask questions of teachers in a *Q&A forum*; or organise social events in a *social forum*.
- **Moodle Hot Question** – allow students to ask questions and vote on existing questions, so that tutors can answer the most popular ones in class or via a Moodle Q&A forum.
- **Moodle Activity Completion** – track student progress by allowing students to tick when they have completed tasks and activities, or set these up to automatically tick once students have viewed or completed them.
- **Moodle Conditional release** – release activities and resources based on what each student has clicked on and completed previously, or use dates and times instead.
- **Moodle RSS feed block**– display news feeds in a Moodle course.
- **Moodle Glossary** – allow students to view (and submit their own) terms and definitions.
- **Moodle Questionnaire** – allow students to give feedback on their module or suggest improvements throughout the term.
- **UCL Wiki** – encourage students to collaborate on group work using their personal Wiki space (<http://wiki.ucl.ac.uk>).
- **UCL Blog** – allow students to post public articles to a class blog and comment on each other's contributions. See <http://blogs.ucl.ac.uk> for examples.

Note: new blogs need to be requested by a UCL staff member.

Where to get help?

Firstly, you should search the Moodle Guides for help using particular Moodle features:

<https://wiki.ucl.ac.uk/display/MoodleResourceCentre>

If you still have questions after looking at the Moodle Guides, Digital Education have a support team available Monday to Friday during working hours. Call the Service Desk on 020 7679 5000 (ext. 25000) or you can email digi-ed@ucl.ac.uk.

Getting Started with Moodle is available as an online training course in Moodle:

<http://www.ucl.ac.uk/isd/staff/e-learning/training/moodle1>

One-to-one support and departmental training is available in the use of more advanced e-learning tools (including Moodle quizzes and lessons) by contacting Digital Education (digi-ed@ucl.ac.uk).

Why use images?

Whether students are visual learners or not, they will all benefit from visual aids. Online courses are no exception to this rule. Appropriate use of graphics will aid memory. Students expect that when they access anything on the web (including online courses) the content will be interspersed with images. Find out more about why using images for online learning:
http://www.tasi.ac.uk/advice/using/images_education.html

Where can I get images from?

Here are some web addresses where FREE images can be obtained.

You must always check the licence agreement for **copyright** before you use it. All **Creative Commons** licenses allow free use for non-commercial purposes with attribution (CC0 needs no attribution).

URL	Details
imagestore.ucl.ac.uk	UCL ImageStore is an online digital archive of images produced mainly by the UCL Creative Media Services photographic team. Many UCL departments have commissioned these images and generously allowed usage by others.
sxc.hu	stock.xchg contains many images free from copyright for non-commercial use. Check for 'standard restrictions apply'. Some images ask you to credit the author. <i>Note: the top row of search results are copyrighted images.</i>
pixabay.com	FREE high quality images you can use anywhere, licensed under the Creative Commons Deed license (Public Domain Dedication): http://creativecommons.org/publicdomain/zero/1.0/deed.en
morguefile.com	Collection of photographs available for teaching purposes. Credit for use is appreciated but not necessary.
openclipart.org	Copyright Free Public Domain clipart. You can put the clipart into your own drawings without any effect on the copyright or license of your work. There are no requirements to include attribution of the clip artist. You can edit and modify the clipart as you wish and redistribute it under your own terms.

What do I need to know about images?

Images should include descriptive alt text so visually impaired people can have this read to them. Moodle will prompt you to add this. Word will inform you of missing alt text when you do an accessibility check.

You cannot copy and paste an image into an editor (like the one on Moodle). The image must be saved and then uploaded. Generally, photographs should be saved in JPG format and illustrations should be saved in GIF or PNG format.

Image files over 100Kb take too long to download and should be reduced both in terms of resolution (quality) and physical size.

To save an image from Microsoft Word you can right click on it and choose **Save as picture....** The image can then be inserted into Moodle.

Check copyright of images by searching Google (<http://images.google.com>) to see where it originated and how it is licensed. If unclear, a polite email to the author will determine whether you can use it.

[Source: <http://www.ucl.ac.uk/isd/services/learning-teaching/elearning-staff/other-elearning-tools/content-images/images>]

