

# Tailored Training workshop template

Workshop Name: ENG-B-01: Using collaborative tools and feedback to enhance students' learning (Padlet, polls, forums and blogs)

Date: 3 June 2021 11am

Facilitators KM GC

MS Booking page link:

Teams workshop link:

Feedback form link:

Link to authoring resources folder:

## Learning outcomes

Having completed the online resources and workshop, participants will be able to:

LO1: Identify some of the collaborative tools that can be used in online synchronous teaching

LO2: Evaluate a range of online tools in terms of their suitability for specific tasks

LO3: Know how to, configure and prepare Padlets and polls for an online teaching session

## Online resources outline

A brief outline of what online resources will be made available on Keats for attendees to complete prior to the workshop. These resources should inform what happens in the workshop

Watch the first two chapters ('Create a survey' and 'Add a multiple choice question') of the Microsoft forms essential training video on LinkedIn Learning. (approx. 6 minutes)

[https://www.linkedin.com/learning-login/share?account=76208058&forceAccount=false&redirect=https%3A%2F%2Fwww.linkedin.com%2Flearning%2Fmicrosoft-forms-essential-training%3Ftrk%3Dshare\\_ent\\_url%26shareId%3DbxpRAtcDRtWqwGQ2ADpMlw%253D%253D](https://www.linkedin.com/learning-login/share?account=76208058&forceAccount=false&redirect=https%3A%2F%2Fwww.linkedin.com%2Flearning%2Fmicrosoft-forms-essential-training%3Ftrk%3Dshare_ent_url%26shareId%3DbxpRAtcDRtWqwGQ2ADpMlw%253D%253D)

Add a question to this form.

[https://forms.office.com/Pages/DesignPage.aspx?fragment=FormId%3DFM9wg\\_MWFky4PHJAcWVDVmqqsBy3WzdDqqrWD8WXyRUMk5JOVRVS0tVM0ZNVkICM040TIFDMUswRi4u%26Token%3D61bc16c8bc8b4f26aeb65a2dbd305b2e](https://forms.office.com/Pages/DesignPage.aspx?fragment=FormId%3DFM9wg_MWFky4PHJAcWVDVmqqsBy3WzdDqqrWD8WXyRUMk5JOVRVS0tVM0ZNVkICM040TIFDMUswRi4u%26Token%3D61bc16c8bc8b4f26aeb65a2dbd305b2e)

## Workshop outline

A brief outline of the form the workshop will take.

55 minute workshop

Intro, LO's, workshop outline (5 minutes)

MS form interactive demo (10 minutes)

Other polling options (10 minutes)

1. MS poll
2. Polleverywhere

Polls Q&A (5 minutes)

Demo of Padlet set up and use (10 minutes)

Forums and blogs (10 minutes)

Things to consider 5

Links to info on setup and configuration

Total time 55 minutes