# WEA Course information sheet 2020-21



Course title: Digital Skills for Online Learning (PE)		Course ID: C3531382
Start date: 02/03/2021	End date: 10/03/2021	<b>Day(s)/time(s):</b> Tue 09:30, Wed 09:30
Number of sessions: 4	Hours per session: 2.5	Tutor Zainab Yusuf Hussein
Additional hours:	Online Learning Hours: 0	

**Specific funder/partner requirements:** 

Awarding body (if any):

Title of qualification to be gained:

Level: Entry 1

Fee: £3.20 or Free if you are in receipt of an income related benefit (only SFA funded)

**Accreditation Fee** (if applicable):

Venue: St Pauls Learning Centre, 94 Grosvenor Road, St Pauls, Bristol, Somerset, BS2 8XJ

**Theme(s):** The WEA has four themes it uses for planning its provision.

**Employability** – helping students to get a job or to make progress in their employment **Health and Wellbeing** – making a positive contribution to their own or others health and wellbeing **Community Engagement** – encouraging students to be positively involved in their communities **Culture** – learning about diverse cultures, identities and environments

The Theme(s) used in planning your course is/ are:

1. Employability

2.

#### **Course Aim**

By the end of the course, you will be better able to understand how to use Virtual Learning Environment (Canvas) with video platform Zoom and practice basic digital skills so you feel confident and prepared for online digital courses.

#### **Course Description**

Learn how to navigate online platforms that will support you for online courses. When you finish this introduction to the technology, you will be ready for many other online courses and know how to enrol on courses online. You will know how to interact with students and tutors online as well as submit assignments and access resources. This course will help you prepare for English for Speakers of Other Languages (ESOL) Entry 1 Speaking and Listening C3531404 And English for Speakers of Other Languages (ESOL) Entry 1 Writing C3531403

Do I need any particular skills or experience?

#### What will I achieve?

By the end of the course I will be able to:

- 1. Practice basic digital skills
- 2. Use Zoom for online lessons

- 3. Use Canvas to support your learning
- 4. Enrol on an online course
- 5. Improve confidence with online learning environments

### What teaching methods will be used and will there be work outside of the class?

- The WEA's digital learning platform, Canvas will be used to provide resources or to support lessons, enable assessment, provide learner feedback and for other activities for individuals away from the course. If you want to understand more about our digital learning platform please visit: http://bit.ly/WEAonline
- Zoom live sessions

#### What kind of feedback can I expect from the tutor?

- Your teacher will use a variety of feedback techniques including on Zoom and Canvas.

### What else do I need to know? Is there anything I need to bring?

- What you need: You will need an internet connection, speakers, a microphone and a webcam so that you can use our video learning platform, Zoom. If you'd like to understand more Zoom please visit: http://bit.ly/ZoomSpec
- You will also need access to the internet outside of your sessions. You could do this using a smart phone, tablet, laptop or a desktop computer (at home or through a library etc.).
- You will need a personal email address to join the WEA's digital learning platform, Canvas so that you can receive resources, record your progress and achievement and to work with others and share ideas. If you want to understand more about our digital learning platform please visit: http://bit.ly/WEAonline

## Pre-course work, reading and information sources

- No pre reading or pre course work is required

## Possible next steps after this course (including career opportunities if appropriate)

- Become involved with the WEA in a range of voluntary work and other activities including campaigning as a WEA member
- Become involved as a volunteer for a WEA partner or another organisation

#### Learning with the WEA

WEA courses increasingly make use of the rich variety of educational tools and material available on the internet and from digital devices. The WEA's digital learning platform, Canvas will play an increasing role in all WEA courses to provide resources or support, or to conduct lessons, enable assessment, provide learner feedback and for other activities for individuals away from the course. It is helpful, although not essential if you have access to a computer or smartphone to support your course.

You can read about your entitlements and responsibilities as a WEA student in our leaflet, Student Handbook here <a href="http://www.wea.org.uk/learn-wea/student-support">http://www.wea.org.uk/learn-wea/student-support</a> This includes information on fees, learning support and financial support. As part of your course you accept our Learning Agreement and Privacy Notice. Full details of the Learning Agreement and privacy notice can be found on our

website at <a href="http://www.wea.org.uk/policies">http://www.wea.org.uk/policies</a>. This applies to all courses you take in this academic year.

You can enrol online for most courses <a href="http://www.wea.org.uk/learn-wea/course-search">http://www.wea.org.uk/learn-wea/course-search</a> or contact: WEA Support Services, Suite 10B Joseph's Well, Hanover Way, Leeds, West Yorkshire, LS3 1AB Tel: 0300 303 3464 Email: courseenquiries@wea.org.uk







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