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# OFFICE FOR LEARNING AND TEACHING ENHANCEMENT



## **About OLTE**

Office for Learning and Teaching Enhancement (OLTE) is in charge of responding to all techno-pedagogical needs and enhancing OzU's techno-pedagogical capabilities in OzU's all activities. With its distinguished cadre of experts holding scientific practical experience in the fields of teaching, learning, and technological design, OLTE coordinates and monitors necessary activities, and offers recommendations for improvement to the senior management in cooperation with academic and administrative units within the scope of the 'Techno-Pedagogical Education Framework'.

**Vision:** To achieve excellence in the delivery of learning, teaching, research, and outreach activities via digital environments by supporting quality assurance at an international level.

**Mission:** To satisfy the techno-pedagogical needs pertaining to learning, teaching, research, and outreach activities in digital environments.

### This Month at OLTE

#### OzU LMS (Mobile LMS App) User Experience Survey

A mini survey with three questions, two multiple-choice and one open-ended, was shared with faculty and students to have a better understanding of their user experience about **OzU LMS**. The survey was completed by a **total of 1,504 users** including **106 faculty members** and **1,398 students**. In line with the data obtained from the survey, the necessary improvements and developments will be undertaken on OzU LMS, and the new version will be launched in the 2021-2022 Spring semester.

#### **Micro and Macro Case Studies**

To redress the challenges our faculty and students face in their teaching-learning processes, micro- and macro-cases are studied and these case studies are shared with faculty members on a monthly basis via LMS101 course and MyOzU. These case studies are created based on the interaction between our faculties/schools/students and our instructional design consultants, as well as classroom observations, and received consultancy requests. **This month's case studies** explore how to improve the quality of course videos and how to make course materials more engaging and interactive.

#### **Best Practice Videos**

To identify and announce our faculties/schools' best practice examples, and to encourage and promote them, our University has conducted a study in cooperation with the **Planning and Analysis Office (PAO).** 

In line with the findings obtained from the **2020-21 Fall semester Course Evaluation Survey** data, PAO listed the courses that scored high across various indicators, which amounted to 69 courses in total, and shared this list with our unit with the approval of the course instructors.

OLTE has evaluated the listed courses based on their syllabus, LMS page, course delivery methods, course materials, instructional methods and strategies, evaluation and assessment methods, and student feedback.

As a result of this evaluation, OLTE collaborated with **faculty members from 5 faculties** and had mini interviews with them about the method they employed in their courses. These interviews were then edited during post-production, one of which was posted on our website and shared with our faculty.



#### Training Calendar for the 2021/2022 Semester Break

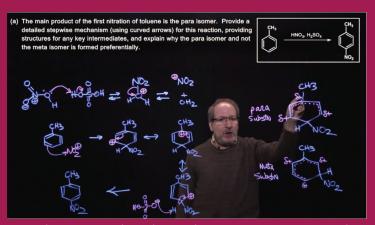
Before the commencement of the 2021-22 Spring semester, a series of training sessions will be organized to get together with faculty/school members to mutually exchange our experiences, and to share knowledge and information under the specified themes. Further details will be shared in the first week of February. Faculty/school members' additional training requests excluding these themes will also be considered.

#### **New Guides Published!**

Our existing collection of guides has been expanded with newly published guides. The new guides were added to the collection based on the data we have obtained from closely following up the new features of applications and the requests received from faculty/school members. This month, the following guides have been added to our **website:** 

- How Can I Use Turnitin with an LMS Quiz Essay Type Question?
- Why and How Can I use Turnitin's E-rater Feature?
- How Can I Transfer the Multiple Choice Questions in Question Bank to a New Exam?
- How Can I Add Lots of Multiple Choice Questions to a Question Bank at Once?
- How Can I Add a Quiz to a Video in Panopto?
- How Can I Add a Content to a Video in Panopto?
- How Can I Manage Discussion Notifications in Panopto?

## Office Conversations with "Assistant Prof. Mehmet Parlak"



Dr. Mehmet Parlak from the Faculty of Engineering visited our office to experience the Hyflex Experience Room at our unit in order to use it for the asynchronous and synchronous sessions of the training they plan to develop in cooperation with Blockchain Society and the Lifelong Learning Academy. Dr. Parlak was first introduced to the Hyflex classroom, and then instructional comfort studios, with all technological equipment and amenities explained in detail. We had a nice conversation with our faculty

member regarding how these resources can be used for the planned course. Dr. Parlak found the studios highly effective and proposed that the studios can further be enriched with the lightboard technology which can be actively used in many courses. Pursuant to our faculty member's proposal, the market search was completed, and negotiations started with the vendors. The necessary arrangements and plans are currently underway to make the lightboard technology available for our faculty and staff in the Spring semester.





Prof. Dr. Tufan Adıgüzel



**Dr. Sinem Emine Mete** Instructional Design Consultant



Fulya Birsu Kaya, PhD (c) Instructional Design Consultant



Soon... Instructional Design Consultant



Soon... Learning Design Consultant



Soon... Learning/Instructional Technology Administrator



Beste Meral Interaction Designer



Emine Balta Administrative Assistant



Pelin Bilgücü Support Specialist



Fatih Sarıyer Support Specialist





#### **Breathe Right to Communicate Effectively!**

Verbal communication and non-verbal communication elements i.e. body language, breathing right and diction have a significant role for instructional design and learning design consultants as their duties and responsibilities entail communicating with faculty instructors, students and different departments on academic and administrative levels. In this regard, a session was organized by OLTE Team. The purpose of the session, delivered by Banu Şahin –a lecturer and diction instructor– was to raise awareness on this subject followed by various breathing exercises

## Subject of the Month

**OzU LMS** is the mobile application of LMS which is much-anticipated by many students at our University. The application is designed to enable students to be instantly notified about the latest developments regarding their courses and easily access course resources from anytime anywhere.

To help create an **OzU LMS** user culture among students, first and foremost, you must urge your students to download the application to their phones. Next, you may prompt them to actively use the application by sending push notifications, sharing course resources (i.e. podcast, ppt, videos), starting a discussion, or sending a mini survey to take their opinion/answers. This way, you can keep in constant touch and interaction with your students with the help of the mobile application.

## **Student Testimonials**

A mini usability test was prepared and shared with our part-time working students in order to better understand their user experience with **OzU LMS** and receive their feedback. Not only did the part-time working students complete the survey but also they had the test completed by other students in their own faculties. Below are the highlights of the feedback we received from our students:

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"The course page which opens up when I click on the courses is very useful. In particular, I believe that being able to access only the current week's documents is very useful/beneficial as it helps us to place our focus on the right spot when following our courses."

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"I find the notification feature very useful. As far as I understand, notifications are sent one hour before the deadline as a reminder. When I told my friends about the notifications feature, many of them downloaded the application just for this purpose. It is indeed a good idea as a reminder for students."

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"I find the OzU LMS Mobile application very useful and I regularly use it. Unfortunately, not many of my friends use this application because I believe that it is not promoted enough. In fact, I downloaded it after I saw it from my friend by pure coincidence. Therefore, it should be better promoted."

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"Course or quiz notifications are sent one hour before the submission deadline. It would be more useful if such notifications were also sent one day or 6 hours before the submission deadline in order to help us better follow our courses." 44

"The page that opens up when I click on the courses is very successful. In particular, being able to choose a particular week gives us the opportunity to find what we are looking for with pinpoint accuracy and eliminates the risk of confusion."



"On the day I downloaded the application, I received a notification from the application for the weekly case of the course X. Such notifications are effective reminders for assignments that slipped our minds."

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"When course instructors upload course materials, a push notification is sent via the application."

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"When the course content is displayed, one can easily access and use the weekly activities, assignments, and examinations."

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"I like the calendar feature. I can also make a suggestion. We can see courses, examinations, quizzes etc. in the fields marked with red points under the dates, and that's very nice. But marking them using different colors can help students clearly identify what they are without the need to click on them, which will please students even more. For instance, courses can be denoted in red, exams in blue, or in case the course and the exam will be held concurrently, they can be marked in both red and blue. This will encourage students to use the application more frequently."

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"I use the application for a long while now. When course instructors send emails via LMS, notifications pop up on our phone screens..."

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"The application is quite successful in terms of usability but can be improved aesthetically. It has quite a plain and static structure."

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"Course instructors should also be aware of this application. I use OzU LMS several times a day, and I mostly follow my courses from the calendar. Some course instructors regularly upload their Zoom links and weekly schedules. Thus, we know what to do, when and where to be, and which link to click on. If all instructors can do that, this idea can be further developed to be more useful. Even if they do not, they could at least upload our course schedule. We can also see our course schedule via the MyOzU or SIS applications, but I believe that the most frequently used platform is LMS, and therefore, being able to access to the course schedule on this mobile application would be a great advantage for us."

## **Learning Tips**;

**OzU LMS** allows the teaching and learning process to continue independent from the University and the PC, enabling both faculty and students to access information about their courses on LMS from anywhere anytime.

The key features of **OzU LMS** are as follows:

- Easy access to the contents of online and offline courses
- Instant notification about messages and other course-related events
- · Quick access to and ease of communication with course participants,
- · Easy upload of images, audios, videos, and other files from mobile devices,
- · Tracking progress, marking tasks, and browsing learning plans
- · Quiz management and participation
- · Participation in discussion forums
- · Displaying course grades





