

A Report of

**A Two-day Workshop on
Skill Development Using ICT tools for
Innovative Learning Solutions**

(16-17 October, 2008)



National Centre for Innovation in Distance Education
Indira Gandhi National Open University

A Report of a Two-day Workshop on Skill
Development Using ICT tools for Innovative Learning
Solutions (16-17 October, 2008)

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National Centre for Innovation in Distance Education.*

Introduction

One of the objectives of NCIDE is the ICT skill development of IGNOU faculty by using simple and easily accessible tools for innovative learning solutions. In furtherance of this, NCIDE organized a two day “**Workshop on Skill Development Using ICT tools for Innovative Learning Solutions**” from 16-17 October, 2008 to acquaint and empower the IGNOU faculty with the latest ICT tools. 15 Participants from 7 Schools, 2 Divisions, 1 Centre and 2 Regional Centers of IGNOU attended the workshop (List of participants at Annexure-I).

Objectives

The main objectives of this workshop were:

- To acquaint the IGNOU faculty with some of the latest ICT tools.
- To impart hands-on training to the IGNOU faculty to develop skills in using some of the latest ICT tools.
- To employ the skills thus developed by the IGNOU faculty to prepare prototype content, in the workshop, using the ICT tools.
- To empower the IGNOU faculty to eventually develop their own courses and programmes innovatively using the ICT tools.

Methodology

The workshop in its approach was highly participating and skill oriented. The conditions of candidature for nomination of ministerial staff from the Divisions/School were specified as follows:

- Graduate with Computer knowledge (basic hardware and software)
- Proficiency in English
- Ready to share acquired skills with fellow colleagues
- Aptitude for innovative solutions

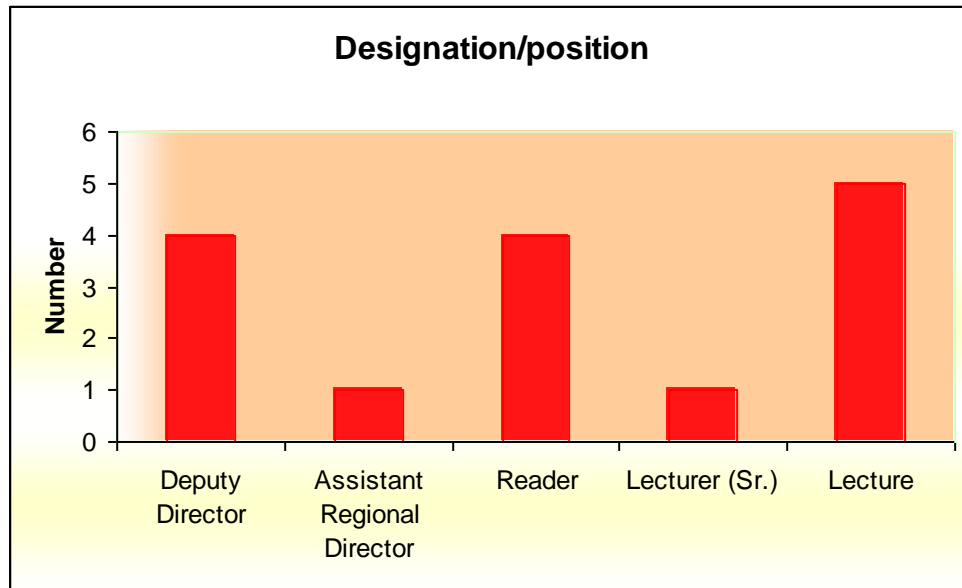
The sessions of the workshop were taken up by both internal and external experts (Annexure-II) on the availability and current use of latest ICT tools for administration. The internal experts provided hands-on training that involved some selected ICT tools. The participants were required to develop content related to their work using the ICT tools. After the workshop, in order to establish and maintain a mentoring/support of the trainees by the NCIDE faculty, a training management system, called **Virtual Training Lounge (VTL)**, already developed at NCIDE was proposed. The progress of the trainees will be assessed through this training management system. After two months of the conclusion of the training programme, a follow-up meeting will be organized to assess the progress of the trainees.

The valedictory address was given by Prof. Sinclair, Pro-Vice Chancellor (I/C Vice Chancellor). An evaluation of the workshop revealed that it was a very successful and meaningful exercise as is evident from the following:

Results of Workshop Evaluation

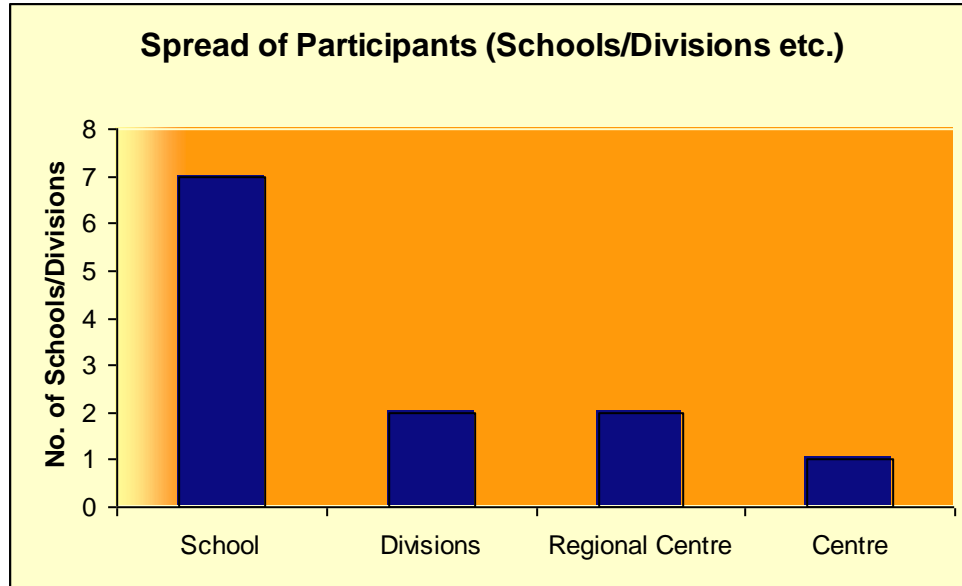
1. Designation/ Position of Participants

The Participants of the Workshop comprised Lectures, Readers, Assistant Regional Directors and Deputy Directors from The Schools, Divisions, Centres and Regional Centers of IGNOU.



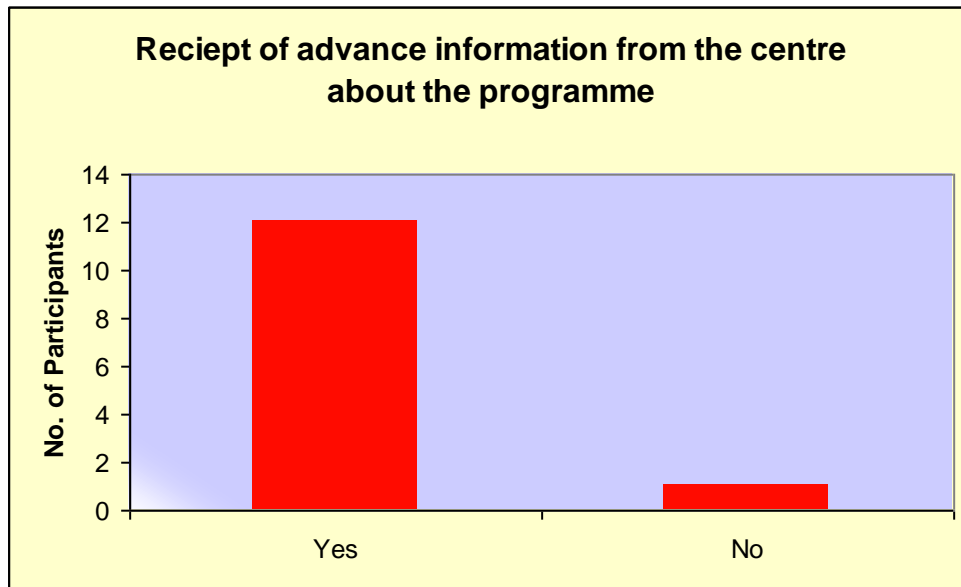
2. Spread of Participants (Schools/Divisions etc.)

The Participants were drawn from 7 Schools, 2 Divisions, 1 Centre and 2 Regional Centers of IGNOU.



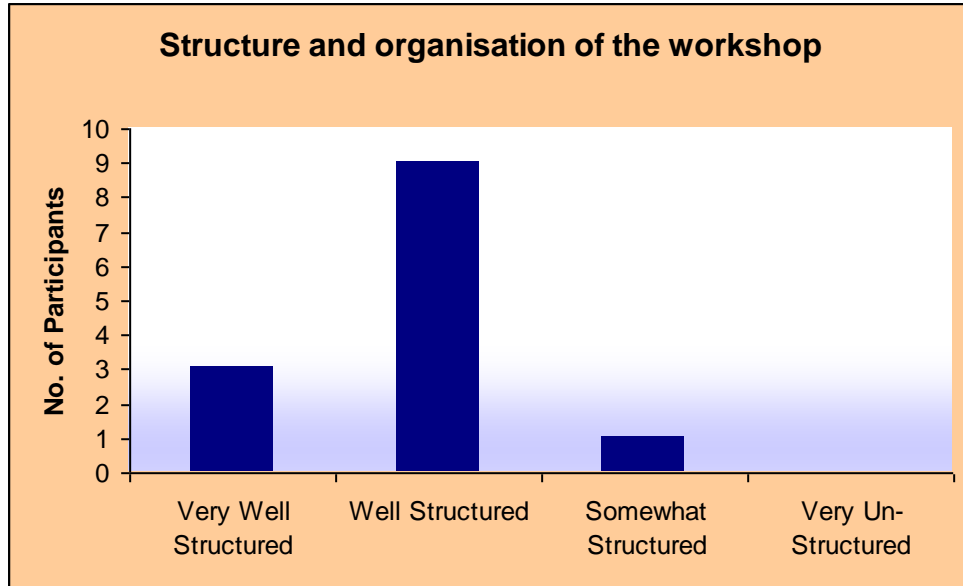
3. Receipt of advance information from the centre about the programme

All the participants except one in the Regional Centre did not receive information in advance although correspondence was sent in advance from the Centre.



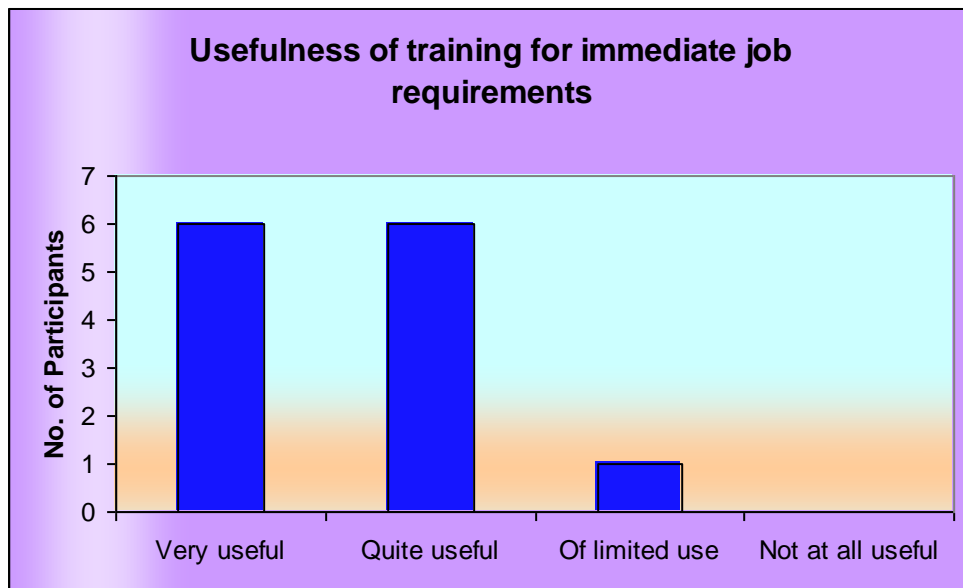
4. Structure and organization of the workshop

The participants said that the workshop was well structured.



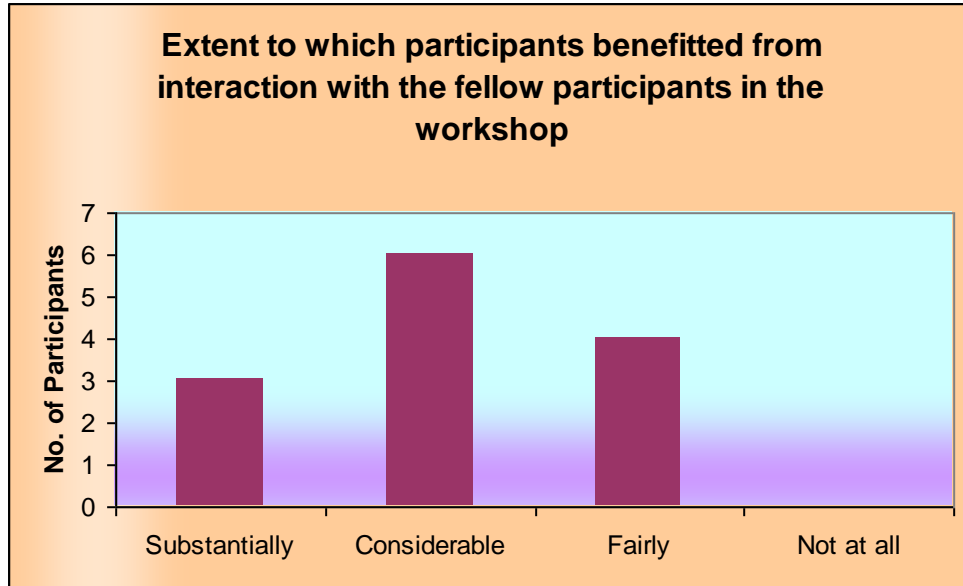
5. Usefulness of training for immediate job requirements

Almost all the participants said the training was useful to them immediately.



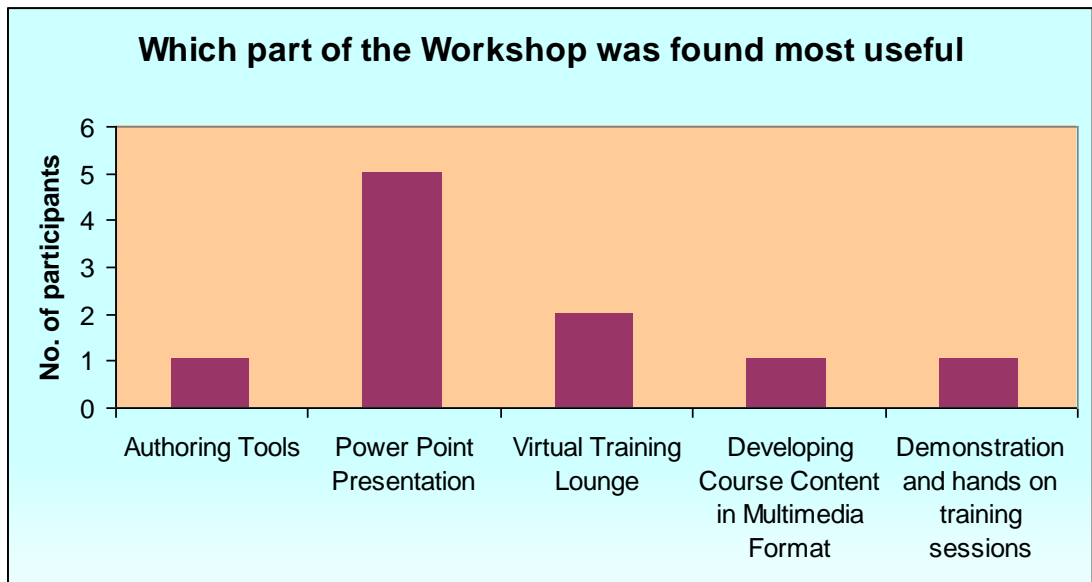
6. Extent to which participants benefited from interaction with the fellow participants in the workshop

Most of the participants said they were highly benefited from the Workshop.



7. Which part of the Workshop was found most useful?

The participants found PowerPoint presentations the most useful followed by training through Virtual Training Lounge (VTL).



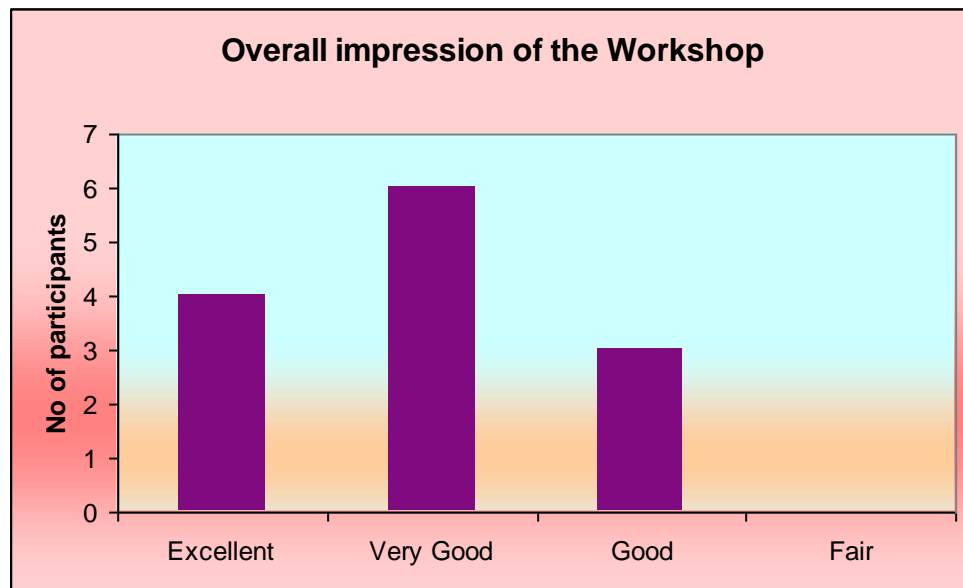
8. Which Part of the Workshop did you find least helpful?

To the above query, the participants gave the following feedback:

- No Part was least helpful
- Technicality and the process behind making use of advance technology
- Scope for more hands on training

9. Overall impression of the workshop

All the participants had a very good impression from the workshop with 4 participants saying it was excellent and 6 participants saying it was very good.



10. Other Comments/Suggestions given by the participants

1. More training material in soft copy should be given.
2. Demand for more such trainings, to develop appropriate tools and design courseware.
3. Workshop on the skill updation should be organized again for the same group, and use of devices like mobiles and blogs, and creation of discussion forums, should be included.

4. More time should be allotted for hands on training. Strongly feel spending a day on Virtual Training Lounge (VTL) will be very useful.

Annexure-I

List of Participants

- | | |
|------------------------------------------------|----------------------------------------------------|
| A. School of Continuing Education | G. School of sciences |
| 1. Dr. Asok Sarkar
Reader | 9. Dr. Sanjiv Kumar
Reader |
| B. School of Engineering & Technology | 10. Dr. Kamalika Banerjee
Lecturer |
| 2. Dr. K. Tamil Mannan
Reader | H. Planning and Development Division |
| 3. Mr. N. Venkateshwarlu
Sr. Lecturer | 11. Pankaj Khanna
Deputy Director |
| C. School of Agriculture | I. International Division |
| 4. Dr. S. K. Yadav
Reader | 12. Dr. Nanda
Deputy Director |
| D. School of Health Sciences | J. National Centre for Disability Studies |
| 5. Ms. Neerja Sood
Lecturer | 13. Dr. S. K. Prasad
Deputy Director |
| 6. Mrs. Rita Devi
Lecturer | K. Regional Centre Delhi-I |
| E. School of Education | 14. Dr. Hema Pant
Deputy Director |
| 7. Dr. Sutapa Bose
Lecturer | L. Regional Centre Delhi-II |
| F. School of Management Studies | 15. Dr. Kumud Verma
Assistant Regional Director |
| 8. Dr. Anupriya Pandey
Lecturer in Commerce | |

Annexure-II

List of outside IGNOU Resource Person with topic

S. No.	Name/Organisation	Topic
1.	Mr. R. S. Mani, Senior Technical Director, National Informatics Centre India	Networking for Teaching and Learning
2.	Ms. Neelam Anand, Coordinator, Infrastructure Lease & Financial Services Education Technology Services	Developing Powerpoint Presentation
3.	Prof. Prem Kumar, Head Centre for Educational Technology Services, Indian Institute of Technology Delhi	Education and ICT: Current Trends

Annexure-III

Programme Schedule

Workshop on Skill Development using ICT Tools for Innovative Learning Solutions

October 16-17, 2008

Conference Room, Block G, NCIDE, IGNOU

Session Plan

Day 1

Session I 1030 -1100 hrs		Session II 1115 – 1215 hrs		Session IV 1400 – 1500 hrs		1600 – 1700 hrs
Inaugural <ul style="list-style-type: none"> • Welcome Address and Introduction • Address by the Vice Chancellor 	T E A	Networking for Teaching and Learning <ul style="list-style-type: none"> • Mr. R.S.Mani, Senior Technical Director, NIC India 	L U N C H	Developing PowerPoint Presentation <ul style="list-style-type: none"> • Ms. Neelam Anand, Coordinator, IL&FS ETS 	T E A	Session V continued...
		Session III 1215 – 1315 hrs		Session V 1500 – 1600 hrs		
		Collaborative Learning tools: Demonstration and Hands on training <ul style="list-style-type: none"> • Dr Jyotsna Dikshit, DD, NCIDE • Ms Sujata Santosh, AD, NCIDE • Ms Fatema Siddiqua, FP, NCIDE 		PowerPoint: A simple ICT tool for e-learning Hands on training <ul style="list-style-type: none"> • Dr Jyotsna Dikshit, DD, NCIDE • Ms Fatema Siddiqua, FP, NCIDE • Priyanka Papreja, PPT D, NCIDE 		

Day 2

Session VI 1015 -1045 hrs		Session VII 1100 – 1200 hrs		Session III 1345 – 1430 hrs		1600 – 1630 hrs
Education and ICT: Current Trends <ul style="list-style-type: none"> • Prof Prem Kumar, Head Centre for Educational Technology Services, IIT Delhi 	T E A	Authoring tools: Demonstration and Hands on Training <ul style="list-style-type: none"> • Ms Sujata Santosh, AD, NCIDE • Ms Rupali Kumari, DC, NCIDE 	L U N C H	Identification of Problems and Troubleshooting	T E A	Session VIII continued...
		1200 – 1300 hrs		Session VIII 1430 – 1600 hrs		Session IX 1630 – 1700 hrs
		Session VII continued...		Discussion		Valedictory Session <ul style="list-style-type: none"> • Summing up • Distribution of Certificates • Vote of Thanks