



Development of EContent & Facilitation of Online Learning through Moodle LMS Including Mobile App



Organized by

Commonwealth Educational Media Centre for Asia (CEMCA),

Commonwealth Of Learning (COL), New Delhi

In collaboration with

Krishna Kanta Handiqui State Open University, (KKHSOU), Guwahati

by

Ashutosh Taunk



Table of Contents

.INTRO 1

EXECUTIVE SUMMARY	3
PROGRAM SCHEDULE	5
INTRODUCTION WITH BACKGROUND AND METHODOLOGY	8
OBJECTIVES	9
DATE OF EVENT & VENUE	9
SESSION DAYS	10
SESSION DAY 1 FEB 21ST 2020	10
MOODLE AS ADOPTED LMS	10
MOODLE INTRODUCTION	11
COURSE DEVELOPMENT & USER ENROLMENT	12
SESSION DAY 2 FEB 22ND 2020	12
MOODLE STRUCTURE & COURSE CONFIGURATION	13
A SCREENSHOT OF PARTICIPANT COURSES USED FOR PRACTICING	14
PARTICIPANTS & TRAINER WORKING ON TOGETHER TO DEVELOP COURSES	15
COURSE DEVELOPMENT & USER ENROLMENT	16
A SCREENSHOT OF THE INITIAL HOMEPAGE OF KKHSOU MOODLE PAGE	17
SOME COURSES DEVELOPED BY THE PARTICIPANTS	17
SESSION DAY 3 FEBRUARY 23RD 2020	19
THE FINAL DAY	19
THE VALIDATION, TIME OF JUDGMENT	19
CLOSING THEME	21
CONCLUSION	21
CONCLUDING NOTES	21
PARTICIPANT FEEDBACK	22
ASHUTOSH'S RECOMMENDATION TO ELEARNING CENTRE	23
ANNEXURE	24
LIST OF PARTICIPANTS	24



Executive Summary

Commonwealth Educational Media Centre for Asia (CEMCA), New Delhi partnered with Krishna Kant Handiqui State Open University (KKHSOU), Guwahati, towards developing E-Content using Moodle platform “epragya” for a teacher education programme for the University.

This purpose of this training/ workshop is

- 1. to update and bring new features to the existing e-learning platform Moodle and train technical team of the university*
- 2. to train the faculty, called mentors, we're providing them hands-on experience so that they can self-manage the content development for online courses.*

KKHSOU has decided to develop online courses and run full-fledged online courses from May 2020. The programme is intended to establish and manage technical bandwidth to run online short courses.

Ashutosh Taunk, was chosen by CEMCA as a technical resource person and trainer because of the years of domestic and international experience at K12, DF & HE level at several schools, business schools, universities and corporate organizations.

A list of 32 mentors from various institutions was selected as participants for the training programme and these mentors will manage courses for KKHSOU. The 3-day workshop on Development of E-Content & Facilitation of Online Learning through Moodle LMS was from Feb 21st – Feb 23rd, although a significant amount of consultancy work on epragya, and the online testing site started from Feb 3rd 2020.

The coordinator of the workshop Prof. Pranab Saikia, organized the technical setup training at KKHSOU office and the functional training of mentors happened at NIRD, Guwahati. The inauguration of the workshop was done by the respected Academic Dean, KKHSOU. KKHSOU team welcomed, Ashutosh Taunk, as technical resource person and trainer. Prof Pranab opened the session to participants introducing the objectives of the workshops and a brief detail about the university.

The consultancy provided was both offsite and onsite. Most of the work was performed offsite by Ashutosh Taunk. The setup was done before-hand on testing site so that entire 3 days can be properly utilized for participants and for KKHSOU team. The version of Moodle LMS used was 3.5. The required plugins and integrations, mail messages and other important setups were done during these 3 days. The purpose was to make LMS and technical team ready so that they can support their mentors.

This 3 day training session was focused primarily on making teachers aware about the change in learning and teaching trends, using Moodle as a standalone LMS and also about using OER. The objective was to make teachers manage their own short course online using Moodle LMS. During these 3 days, a lot was focused on creating and managing courses and users, how to design



courses, how to add quizzes and assignments and also on knowing which type of online resources to be used.

The session started by Ashutosh, with a brief introduction on LMS and need for implementing it in educational institution globally and in KKHSOU. The trainer helped the participants in understanding some technical terms very easily, like what is a server, how it works, how to host, what is LMS, why it is required, domain name etc. The second half of the day was mostly focused on inculcating the need to use LMS and how to a teacher for tomorrow. A lot of motivational speeches and videos from teachers and leaders were presented to participants from across the globe.

Day 2 involved a lot of practical sessions. Teachers were taught about the type of users, roles, managing profiles, messages, interactions, creating courses, creating admin page, enroll users and to assign student and teacher roles and also trained the participants on creating a course by uploading files such as PDF, videos, PowerPoint, creating quizzes, assignments, workshops, questions, forums, etc. The training was made very interactive and went further than described in the session structure.

Day 3 was more of troubleshooting queries, automatic quiz, mobile application usage, and participants showcasing all that they have learnt by creating a short course by themselves which included, learning resources like PDFs, PPTs, Word and excel files, Videos and online videos, external web links, assignments, Images, Label and Quizzes. Trainer repeated all the topics again. Reason to do this is to assure that everyone understand what ever is being delivered as they have to run and manage some 20000+ users, so understanding the setup in detail was important. All have the logins to each so that they can prepare the required content anywhere possible.

The 3 day workshop was concluded by the respected Dean Academics at KKHSOU. The validation ceremony was actually verified by Q&A and viva sessions. The participants were divided in the team of 3, because of the interest of time, we asked for group validations through presentations. This has not only given a clear indication of the trainer's capability but also has motivated participants assuring their learning through the viva. Representative Dean Academics at KKHSOU, addressed the participants by stating that technology is the future medium of instruction and suggested all the participants keep in pace with the changing technology to face the challenges ahead. Prof. Pranab closed the ceremony with Vote of Thanks statement, showing gratitude to Registrar, VC, participants, trainer, CEMCA, and the support staff. Trainer designed a technical and functional road map of the list of activities to perform to make Moodle LMS a delivery platform for KKHSOU certificate and short courses.



Program Schedule

Day 1

Duration	Content	Learning Objectives
11.00 – 11.30	Usage of ICT in Education	Participants will be able to <ul style="list-style-type: none">• Identify the areas of teaching learning where ICT can be used• Apply ICT in teaching-learning design and delivery• Employ appropriate ICT tools in delivering the content
11.30 -12.30	User Accounts & Allotment	Participants will be able to <ul style="list-style-type: none">• Use the user account to access the LMS to play his/her mentor's role
12.30 – 13.00	Usage of Moodle LMS	Participants will be able to <ul style="list-style-type: none">• Explain about Moodle LMS• Demonstrate how Moodle works as LMS• Practice his/her course in Moodle LMS
1400 - 1530	Show KKHSOU LMS Structure	Participants will be able to <ul style="list-style-type: none">• Review the KKHSOU LMS structure• Suggest necessary modification for improvement
16.00-17.000	Course Life Cycle Configuration & Settings	Participants will be able to <ul style="list-style-type: none">• Outlined his/her course for LMS• Develop his/her course in the LMS in sequential manner



Day 2

10.00-10.30	Recap Day	
10.30-11.00	Preparation for Uploads & Conversions	Participants will be able to <ul style="list-style-type: none">• Convert the content to econtent• Prepare the content for uploading in the LMS
11.00 – 11.30	Adding Resources & Uploads	Participants will be able to <ul style="list-style-type: none">• Identify the appropriate resources• Organize the identified resources in the LMS
11.30 – 12.30	Adding Assignment & Discussion Activity	Participants will be able to <ul style="list-style-type: none">• Demonstrate how assignment can be uploaded• Illustrate how discussion activity can be performed in LMS
12.30 – 13.00	Adding & Preparing for Quiz, Access & Review	Participants will be able to <ul style="list-style-type: none">• Produce quiz for assessment• Revise the quiz in need• Assess the quiz
1400 - 1530	Grade book & Badges	Participants will be able to <ul style="list-style-type: none">• Use the grade book in the LMS• Employ Badges as motivating means for learners
1600 - 1700	OER Usage and Creation	Participants will be able to <ul style="list-style-type: none">• Define OER• Explain how to use OER• Develop OER of his/her own subject or course



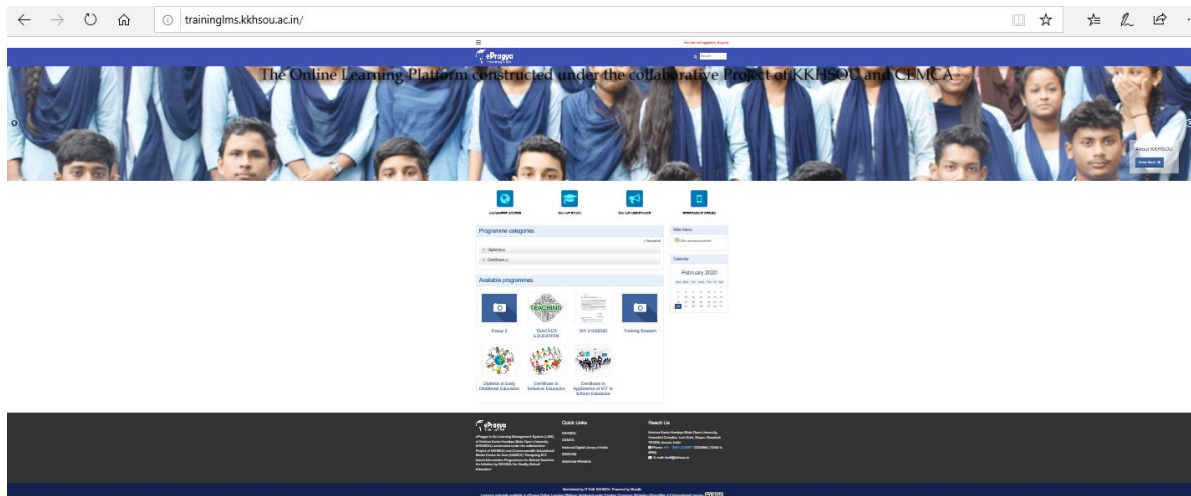
Day 3

10.30 – 11.00	BYC Both Resource & Activity	Participants will be able to-- <ul style="list-style-type: none">• Upload the resources and activity in the LMS
11.00 – 11.30 Mr. AshutoshTaunk	Feedback & Communication	Participants will be able to - <ul style="list-style-type: none">• Recognize the importance of feedback and communication in online learning• Apply different feedback and communication techniques to provide support services to the learners in learning
11.30 – 12.30	Designing a Course	Participants will be able to <ul style="list-style-type: none">• Prepare the outline for designing the course• Design the course for the LMS
12.30 – 13.00	Best Practices - Do's & Don'ts	Participants will be able to <ul style="list-style-type: none">• List the Do's & don'ts while designing the course for the LMS• Practice the best practices while designing and imparting the course in the LMS



Introduction with Background and Methodology

Krishna Kanta Handiqui State Open University, Guwahati, has been established under the provision of the KKHSOU, Act' 2005 enacted by the Govt. of Assam & published in the Assam Gazette (extraordinary) dt 29/9/05 has been recognized by the Former Distance Education Council, New Delhi (now DEB,UGC) vide letter no. DEC/Misc/07/5957 dated 03/10/07. The University Grants Commission vide its letter No. F.9-13/2008(CPP-I) dated 18th March, 2009 also has empowered the University to award degrees under Section 22 of UGC Act, 1956. It is the fourteenth of its kind along with IGNOU and the only state Open University in the whole of NE India. The headquarters of the University is located at Patgaon, Rani, Guwahati. The University was established with the purpose of promoting education to reach the unreached through the Open and Distance Learning System, with the motto of the University 'Education Beyond Barriers' of age, academic background and geographical boundaries. The main aim of the university is to develop and provide easily accessible modes of quality higher education and training with the use of latest educational inputs and technology.



The University got assistance from CEMCA for providing training on Moodle for the faculty who are going to develop online courses. We were informed that 3 online courses to be developed, enrolments will start May 2020 with some 20000+ learner base. These courses will be managed by teachers, referred as participants here, will be called as course mentors, assisting enrolled users, hence, a 3 day workshop was planned in consultation with Dr. Manas, Program Officer of CEMCA. The workshop was materialized with the help of Prof. Pranab Saikia, education department at KKHSOU and recommended by Registrar and all approved by Honorable Vice Chancellor at KKHSOU.



Objectives

The following were the objectives of the workshop session:

- To make faculty learn about Moodle application and installation and others available online
- To make university and faculty aware about eLearning environment
- To make participating faculty members know about Moodle LMS
- To make participants understand technical requirements for Moodle set up
- To help university's IT Team understand Moodle and install application on local server
- To make Faculty understand and adopt Moodle courseware and configuration
- To help university and faculty make online courses for students using available at all times

Date of Event & Venue

February 21st, 22nd and 23rd 2020, NIPR, Opposite KKHSOU new office, Guwahati

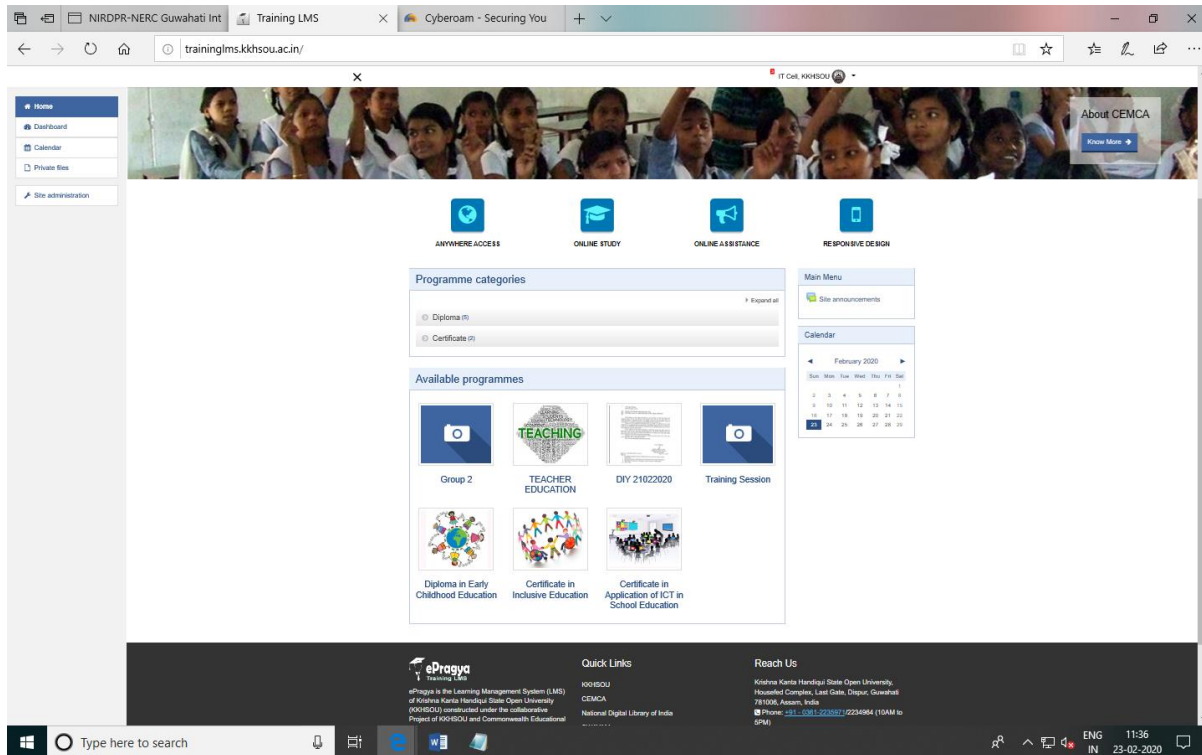




Session Days

Session Day 1 Feb 21st 2020

Moodle as adopted LMS



The workshop was organized at NIRD conference room and IT lab equipped with AV system and teachers brought in their personal laptops. All the sessions started on time as in the schedule with a brief on LMS and other names it is known and the need of implementing it in education institutions.

Session that happened post inauguration. The session was planned to be an ice breaking, knowledge sharing, interaction about individuals with background and the discussion about eLearning, usage its achievements and benefits. It was made sure that, the Moodle set up and guide shall be shared with them, also along with that, Moodle site and learning site for training was shared with the participants.



Moodle Introduction

The first section covered after lunch was to get to know about **Moodle, Code and Installation** on individual machines (desktops and laptops). The version used was Moodle 3.5 Along with the introduction the basics behind Moodle, Development and the usage on institutions were explained.

It was ensured that every individual should be able to go to the portal and understand the sign in process. Every participants in the training room have successfully signed up on moodle site and created their individual profiles along with their picture, specialization and other details.

The day was more focused on Moodle training and giving participants a good experience on the platform. All the participants were made to go to the link again and recreate their logins and change their profiles. So the steps were repeated and everyone re-created their logins.

These above are the login details of users that logged in to the Moodle LMS platform and started to build up their courses.

Moreover the Day session was predominantly based on showing what technology can do and how teaching and learning can be enhanced leveraging ICT.

Next in the line was to introduce **role of ICT and its features** and how Moodle LMS course features can solve the purpose of KKHSOU. Trainer made it very simple for all participants to



learn and work at the same time. The instructions were slowly shown so that each once create their courses. With the help of trainer, every participant created a course for themselves and configured the settings as they wished. A few had them in Weekly format with 5 sections, a few used Collapsed format with 10 sections and a few with Topics format.

Course Development & User Enrolment

During this session, a dummy course was created by trainer, and user IDs were allotted to individual participants, so that before the day finishes each one should be able to login to Moodle LMS system and see its configuration and features.

Making them access the portal on Day 1, brought them a sense of pride and a confidence was thrown on them making their role of mentor as very significant role for the KKHSOU. This not only helped them clear doubts but also remember the key points, on how to login and how system behaves. This process actually made them well acquainted to the Moodle platform.

Session Day 2 Feb 22nd 2020

The day started well recapping everything from previous day. Each participant was asked to login to the laptops and go to their individual courses. A couple of questions were also asked by IT team related to forgot password, email accounts access and blocking users, all these were tackled well by the trainer.

Day 2 was planned to also cover a short discussion and explanation on **OER**, its usage, policy, how to get the files and benefit to the education community. The plan was to let them know about internet usage, policies and nettigritties, and more about copying content or using content without permission. The session was jointly taken by trainer and Dr Pranab, caught everyone's interest within OER and made them forget technology until lunch. He also shared the OER and CC link so that participants can to they learn more after the session.

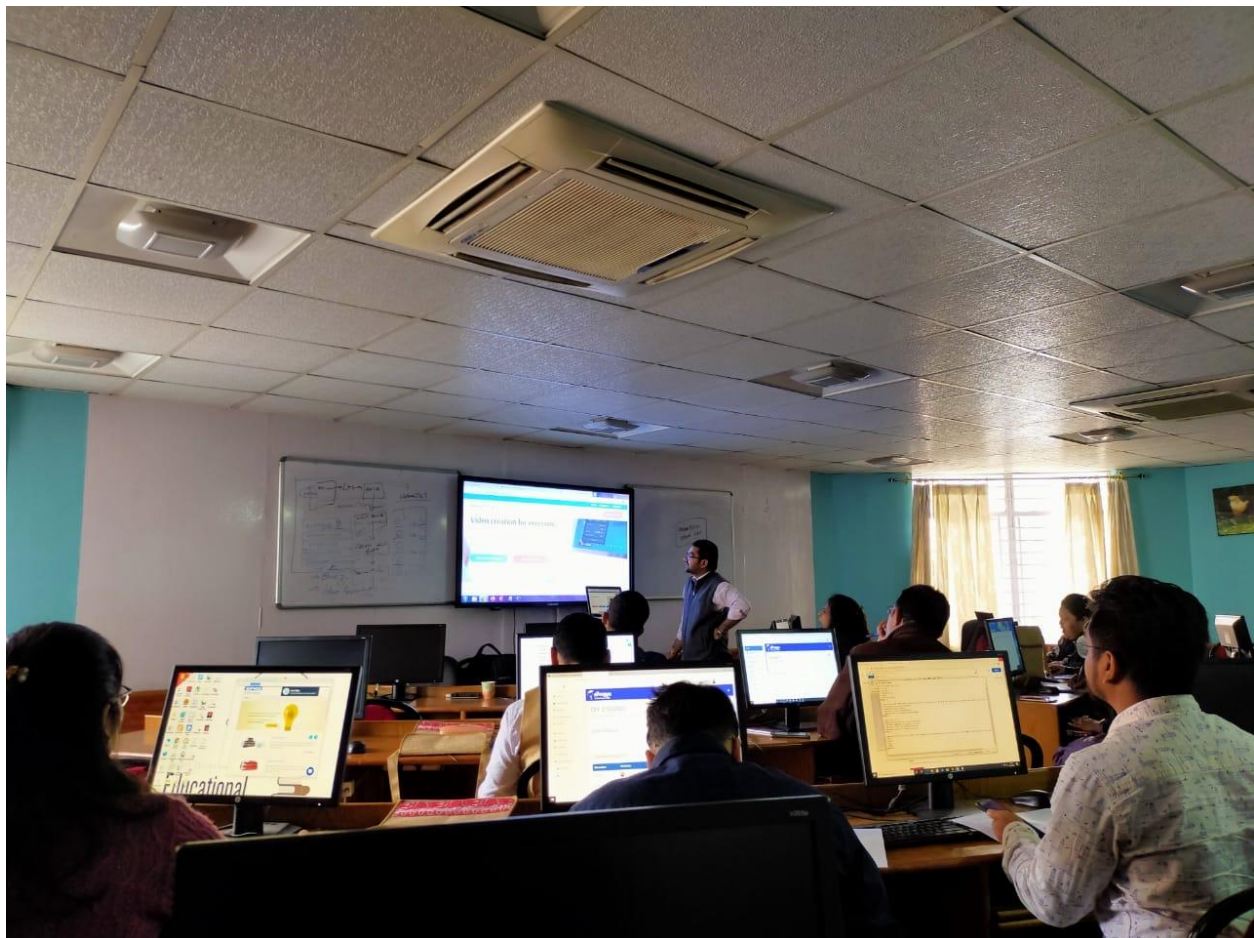
Post lunch session, trainer, regained the topic from Moodle LMS teacher profile and course configuration. All the participants were told to open up their individual course contents that they have brought to design their respective courses. These course files were a mix of PowerPoint, word, pdfs, youtube, mp3s and other video formats.



The participants learnt about **Course Permissions and Enrollment**, what happens when a wrong enrolment is done, how to remove a faulty enrolment, limiting enrolment etc. They discovered the entire course administration menu, and used different course formats, changing the language file, etc. The participants were trained on back-up of activities and resources and also the entire course **Back-up and Restore function**.

Moodle Structure & Course Configuration

During this time the participants were busy working on editing their logins and users on individual machines. By this time participants actually understood the Moodle roles hierarchy as everyone was on admin role from individual machine. With an unsatisfactory note the lunch was called by the trainer so that internet and infrastructure problems can be fixed in the meanwhile.



By now the internet was also getting connected, and with the common Moodle instance participants started communicating together using Moodle message system and enrolling each other to the course.



Participants also learnt how to **Upload Resource** files like PDFs, PPTs, and other normally used files for education. Some have also uploaded the media files with pictures. The day was called at 16:30 HRS and everyone created their first Moodle course with resources, and activities like quizzes, looking at gradebook, different marking criteria, assignments and forums.

A screenshot of participant courses used for practicing

trainingms.kkhsou.ac.in/mod/quiz/report.php?id=270&mode=overview

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Download table data as Comma separated values (.csv) DOWNLOAD

First name / Surname	Email address	State	Started on	Completed	Time taken	Grade/10.00	Q. 1 /2.00	Q. 2 /2.00	Q. 3 /2.00	Q. 4 /2.00	Q. 5 /2.00
partha pratim bhattacharjee Review attempt	mat550@gmail.com	Finished	22 February 2020 10:32 AM	22 February 2020 10:36 AM	3 mins 47 secs	4.00	✗ 0.00	✓ 2.00	✗ 0.00	✗ 0.00	✓ 2.00
Mintu Bhattacharya Review attempt	mints17@gmail.com	Finished	22 February 2020 10:33 AM	22 February 2020 10:35 AM	2 mins 19 secs	4.00	✗ 0.00	✗ 0.00	✗ 0.00	✓ 2.00	✓ 2.00
samim rahman Review attempt	rahmansamim@gmail.com	Finished	22 February 2020 10:33 AM	22 February 2020 10:36 AM	3 mins 28 secs	8.00	✓ 2.00	✓ 2.00	✗ 0.00	✓ 2.00	✓ 2.00
Dr. Utpal Kalita Review attempt	utpalkalita20@gmail.com	Finished	22 February 2020 10:33 AM	22 February 2020 10:35 AM	1 min 42 secs	8.00	✓ 2.00	✓ 2.00	✗ 0.00	✓ 2.00	✓ 2.00
Saswati Chutia Review attempt	saswachutia41@gmail.com	Finished	22 February 2020 10:33 AM	22 February 2020 10:40 AM	7 mins 21 secs	4.00	✓ 2.00	✓ 2.00	✗ 0.00	✗ 0.00	✗ 0.00
Pranab Saikia Review attempt	saiikipranab@yahoo.in	Finished	22 February 2020 10:33 AM	22 February 2020 10:36 AM	2 mins 41 secs	8.00	✓ 2.00	✓ 2.00	✗ 0.00	✓ 2.00	✓ 2.00
Bandana Gogoi Review attempt	bandanagogoi95@gmail.com	Finished	22 February 2020 10:33 AM	22 February 2020 10:35 AM	1 min 37 secs	8.00	✓ 2.00	✓ 2.00	✗ 0.00	✓ 2.00	✓ 2.00
Archana Adhikary Review attempt	archana.adhikary103@gmail.com	Finished	22 February 2020 10:33 AM	22 February 2020 10:35 AM	1 min 33 secs	8.00	✓ 2.00	✓ 2.00	✗ 0.00	✓ 2.00	✓ 2.00
Tarali Pathak	taraliphk41@gmail.com	Finished	22 February 2020 10:35	22 February 2020 10:35	1 min 43	6.00	✓ 2.00	✓ 2.00	✗ 0.00	✗ 0.00	✓ 2.00

Participants & Trainer working on together to develop courses



The day started well again, we started recapping everything from the previous day. Each participant went to respective courses, recreated sections, and uploaded files. These files were a mix of PowerPoint, word, pdfs, YouTube, mp3s and other video formats.

Later after the tea break, trainer showed the entire class on how to work on quizzes using Moodle. The framework of the quiz was explained at every step and designed the quiz as in requirements with KKHSOU. Then the questions were added as required, the questions were created using different format, the type of questions the participants were exposed to were, Long Answer Questions, Short Answer Questions, Multiple Choice Questions, True False Questions, Match the Followings and Image Mapping Questions and Fill in the Blanks.

Then it was shown on how to create questions categories, add questions to the category and later how to add questions to the quizzes.

The different layout were also shown, for example how these question will appear to students, how to teachers and how to admin. Participants were also exposed to other features and possibilities students and teachers will face.



Later some time was given to participants to practice quizzes and create questions from their courses content. Every participant was made to create quiz and add questions to the quiz. Then trainer, showed them on how to use other activities like assignment framework and submission page. The assignment was created explaining each step over several times. And then it was showed on how to have a option of file upload and direct writing the draft and submitting. All the participants, successfully, uploaded their papers on the assignment page with pdfs, ppt and word files.

Course Development & User Enrolment

During this session, participants grabbed good hands on experience in creating a courses. The participants learnt about **Course Permissions and Enrollment**, what happens when a wrong enrolment is done, how to remove a faulty enrolment, limiting enrolment etc. They discovered the entire course administration menu, and used different course formats, changing the language file, etc. The participants were trained on back-up of activities and resources and also the entire course **Back-up and Restore function**.

The last hour of the session was focused on **Moodle Mobile**, the application, the working and a live installation on iTunes and android store. Participants were also introduced to **Official Moodle Song**, also known to be as Moodle anthem. Then the learners were introduced to the **OERs** like OCW, Moodle HUB, Creative commons License, logos, Copyright issues, plagiarism, similarity index, and other VLE tools. Participants were also told about PayPal, Microsoft, Google Integrations and SSO capability. Participants were also introduced to guest access with or without pass-code, so that un-enrolled students/ visitors' can access the course. How to restricting an activity was introduced to them so that they can restrict and make an activity at particular time of the month/ year etc.



A screenshot of the initial homepage of KKHSOU Moodle page

Some courses developed by the participants

The screenshot shows a Moodle course page for 'Yoga Education' by Himangshu Goswami. The course is titled 'Yoga Education' and features a silhouette of a person in a yoga pose against a sunset background. The course content includes:

- Yoga Education for Primary Teacher
- An Introduction to Yoga
- Yoga Postures Step by Step
- Introduction part 2
- Yoga Postures part 2
- Importance of Yoga
- Yoga for Well being

External Reading Links:

- Eight fold paths and yoga postures
- Yoga Education in the Teacher Education Curriculum

Video Resources:

- A Brief History Of

The page also shows a sidebar with navigation options like Participants, Badges, Competencies, Grades, Home, Dashboard, Calendar, Private files, and Site administration. The browser address bar shows the URL: traininglms.kkhsou.ac.in/course/view.php?id=30.

The screenshot shows a Moodle course page for 'Meaning of Learning' by Saswati Chutia. The course content includes:

- Meaning of learning
- Features of Learning
- Theories of Learning
- Definitions of Learning

External Link:

- thelearningcoach.com/learning/10-definitions-external Link

Video Resources:

- 4 Learning Theories in 1 Video
- Thorndike Skinner Pavlov & Kohler
- CDP Special Course
- By Himanshi Singh

Additional resources:

- www.preservearticles.com/psychology/nature-of-learning/5262
- ppw.kuleuven.be/okp/_pdf/DeHouwer2013WILOT.pdf
- MCQs on learning
- http://wps.pearsoned.co.uk/ema_uk_he_PX_perpsych235/60312/15439988.cw/content/index.html

The page also shows a sidebar with navigation options like Participants, Badges, Competencies, Grades, Home, Dashboard, Calendar, Private files, and Site administration. The browser address bar shows the URL: traininglms.kkhsou.ac.in/course/view.php?id=30.



NIRDPR-NERC Guwahati Int Course: DIY 21022020 Cyberoam - Securing You

traininglms.kkhsou.ac.in/course/view.php?id=30

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DIY2020

- Participants
- Badges
- Competencies
- Grades

Home

Dashboard

Calendar

Private files

Site administration

File X 3

File X 4

External Learning Links

- NRD on Global Warming
- Video

Readings

- File X 1
- File X 2
- File X 3
- File X 4

ADMISSION 2019 | KKHSOU Online Admission

কৃষ্ণকান্ত সন্দিকৈ ৰাজ্যিক মুক্ত বিশ্ববিদ্যালয়ৰ
MASTER DEGREE, DEGREE,
DIPLOMA, CERTIFICATE
বিভিন্ন কোৰ্চৰ নামভৰ্তি আৰম্ভ
কৰল Online হে হ'ব Admission

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ENG 11:37
IN 23-02-2020



Session Day 3 February 23rd 2020



The final day was the day of motivation and problem solving. Each participant was nervous of the presentation, there was no new thing explained, but the recap of entire thing they did during all the previous days. Questions were asked about the quiz questions and labels and how to make course more lucrative and appealing. The trainer as desired answered these. The facilitators informed that the session has to be closed by the tea break. So, participants had enough time to create their demo courses, and trainer helped them achieve their goals

Post Tea Break, we started with some more of recap and **Final close up work**. Honorable dignitaries also came during Tea Break and joined the session.

The Validation, Time of Judgment

The dignitaries and Dean Academics was very much moved by the presentation and seeing the entire work on the KKHSOU server. Keeping the interest of time, we divided all the participants in 3 teams and have asked teams to present all they have learnt and demo the things they have established in the Moodle LMS as their course. A lot of them showed the course overview and the activities they have planned.



Each participant was motivated by the trainer while presenting, all went well and the satisfaction could be seen on everyone's face. The seminar room was all with claps and congratulations.



Closing Theme was chaired by Prof Pranab , he welcomed Mr Ashutosh and then thanked and greeted KKHSOU. Prof Pranab, wanted to thank the trainer because of the brilliance in training observed, so Ashutosh, took the opportunity and thanked everyone including the participants. He mentioned about bringing the change, he mentioned about the presenting the things differently, also about bringing the change to society from the petty steps.

The validation was actually well tested by authorities at KKHSOU. The certificates were distributed to the participants and room was again full of celebration and claps.

Conclusion

The two plus three, in total five day workshop was concluded in a Valedictory session with Hon. Dean Academics, Chief Guest addressing and assessing the participants by stating that technology is the future medium of instruction and suggested all the participants to keep in pace with the changing technology to face the challenges ahead.

Concluding Notes

The three day workshop on on Capacity Building of Higher Education Teachers on e-Content Development using Moodle helped the participants to gain hands on experience on working with moodle platform and creating courses. The participants responded that the training programme was very much useful and will help them in improving their online skills in developing online courses.



Participant Feedback

Content	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The Objective of the Training were met	12	13			
Participation was encouraged	13	11		1	
Topics covered were relevant	11	13		1	
Content was easy to follow	8	13	3		
Adequate IT/ Infrastructure available	3	10	8	5	
Training experience will be useful	15	10			
Trainer knew about the stuff	7	14	4	1	
Trainer was well prepared	16	8		1	
Objectives were met	6	18	1		
Time allotted was sufficient	3	7	5	7	1



Ashutosh's Recommendation to ELearning Centre

Through-out the session and a detailed meeting was conducted with the entire KKHSOU IT team, following are trainer's recommendations:

1. LMS has to be installed on cloud servers so that the scalability is maintained
2. A clustered format should be used, a replica of current server should always be available to the users, if one crashes or goes down another should always be available
3. Server maintenance is mandatory; either LMS IT team should learn Moodle setup or give it to third party maintenance team
4. Moodle continuous back up to be kept on different server and also on disposable drives
5. Moodle version should always be continuously updated and with stable packs only
6. The rights and responsibilities of mentors should be well defined and very smartly these roles have to be crafted on LMS, no more or less access to be granted to mentors
7. Any plugin or upgrade patch should not be done directly on Moodle site, a staging server is always helpful with same environment
8. Usernames should follow a unique name structure for all accounts, for teachers, mentors, students and managers. Admin should be very sincere while handling these accounts.
9. A Moodle policy is must for users and usage as well.
10. A right pedagogy is to be adopted. ID team should design the courses on paper and a rough template to be decided
11. Any new application and integration should be very well tested and avoided unless required
12. A detailed research should be made before integrating any piece on moodle
13. Ashutosh has suggested to share the work as and when required, he will be happy to support the organization on a fix role basis, including pedagogy, IT, ID and even crucial and quiz test uploads.



ANNEXURE

LIST OF PARTICIPANTS

Sl No	Name of the Participant	Institutional Affiliation	Email Address
1	Dr. Utpal Kalita,	Assistant Professor R.G Baruah College , Guwahati	utpalkalita20@gmail.com
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