

TA Requirements for Modules for online Delivery

Overview tab

This is the SOL for [COM302](#) that was submitted to the Transformation Academy to be checked and signed off for both the build a topic and build a module which were created within the TA guidelines. The theory is once a pilot SOL has been signed off it will be used as an exemplar to build all of the SOLs across the computing subject

group to make sure all mine content is consistent, although there is flexibility on layout as long as we have the requested TA content.

More details go to the [Build your Module tab on the TA SOL.](#)

An image has been used here it is a public domain copyright free image used for cosmetic reasons; to brighten up the page which is a good idea to do

More details here:
<https://martinsolent.github.io/>

This was a Requirement for the course pages but I think it's a good idea to put it on each of your module SOLs

There will be a template to copy paste

TA SAYS:
"Welcome students to the module via a short video"

NOTE: Create video (3min) and upload to Panopto then use the embed code to put it on the page. Make sure you use captions/subtitles which are auto generated, then correct them where necessary.

I've also added a transcript which was required by TA, but as long as you have captions/subtitles you're good I also have given them access to the slides used this presentation

TA SAYS:
"Set expectations for online learning and teaching – roles and responsibilities of the whole learning community"

NOTE: This is info offered by TA

TA SAYS:
"Add the learning and teaching scheme"

NOTE: I added a link to a page with the weekly teaching scheme on to avoid cluttering out this page

I have placed a link to the academic calendar as this will help students get an overview of the main university milestones

There will be on a template to copy paste

Add a description of the module, you can copy and paste this from the module descriptor rewording as you see fit

This is a Foundation module so has not gone through the curriculum review, so is using the old module descriptors

But if using a new descriptor you could use some information that explains *Why this module is important*

Information from the new formatted module descriptors can also be placed to cover learning outcomes from *What you will be able to do after the module*

TA SAYS:
"Add the learning outcomes, ensuring they can be achieved online"

TA SAYS:
"Provide a module map that outlines to students how they will progress through from start to finish, and use this to guide your topic tab labelling"

NOTE: Here I presented the learning activities (in red) that lead up to the assessments (in blue)

TA SAYS:
"Indicate some of the learning and teaching activities involved in the Module"

NOTE: I also added a video presenting the delivery for this module, but this is up to you

This link uses the template provided to plan out your modules learning activities on a weekly basis.

You will get promoted to a scale 10 full professor if you fill in one of these for each of your modules... Lol

You don't need this, as long as you do have a weekly Learning & Teaching Scheme

SOLENT ONLINE LEARNING

GROUP TECHNOLOGY PROJECT (COM302)

Overview

Assessment

Reading and resources

Learning community

Manage your learning

Classes & Topics

Module runs from 28/09/2020 - 15/01/2021
Module Descriptor

Workflow

There is currently no workflow assigned for this page

Add a workflow

Recent activity

Activity since Saturday, 30 October 2020

Full report

No recent activity

Upcoming events

Report 1 (50%) Friday, 13 November 2020

Report 1 (50%) Friday, 13 November 2020

Go to calendar...

Lecture Capture

Live Sessions

No Live Sessions

Completed Recordings

No Completed Recordings

Links

Course Settings

Download Recordings

Online users

Online user (last 5 minutes)

Martin Reid

Quickmail

Compose Course Message

View Drafts

View Scheduled

View Sent Messages

My Signatures

Alternate Emails

Configuration

Overview COM302



Image: Creative Commons CC0 from Clean Public Domain

The ability to collaborate, interact and problem solve within a team is an essential skill in a fast-moving technology industry. This module explores the foundations of collaborative work practice, the importance of teamwork in the digital and technology industries including its context within an academic environment, by offering practical guidance on current best practice for either running or being part of a successful team.

☒

The impact of COVID-19

All Modules on all courses within the Computing Subject Group will be delivered online in Semester 1 2020-21, the campus will be open, but operating within COVID-19 guidelines.

For more information go to:
<https://www.solent.ac.uk/about/covid-19>

Introduction to COM302



Not seeing videos on this page? Find out how to fix this

Download: Video Transcript Download: Slides

Expectations for Engagement

For you to get the most out of online learning, you and your tutors each have specific roles to play.

Tutors should...

- regularly create and upload learning content for you to access independently
- create and be present in interactive activities such as quizzes, forums and blogs
- lead live group sessions where you can interact with peers and receive feedback
- give group and individualised feedback through forums, tutorials and individual written comments
- monitor your progress and adapt the focus of teaching to the needs of the group

You should...

- regularly visit module pages
- complete independent learning activities in the time specified
- prepare for, and attend live sessions
- ask questions through the channels specified, e.g. forums
- contribute to group activities, projects and discussions
- seek support from your tutors when you're not sure what to do

By the end of this Module you will be able to:

- Recognise the basic principles, terms, concepts and theories that support collaborative work practices.
- Research and organise relevant information from a range of sources.
- Apply given methods or procedures to analyse/address defined issues/problems.
- Carry out set creative, practical, technical, work-related or scholarly tasks accurately, under supervision and according to guidelines.
- Present information and data clearly in appropriate formats (including referencing).
- Carry out an independent activity with guidance and support and undertake group tasks responsibly

You will be able to do this by taking part in the following activities:

- Contemporary modes of communication and promotion
- Project management methodologies
- Presentation skills
- Organisation and participation in events and meet-ups
- Development of social capital
- Communities of practice
- Reflective practice
- Collaborative work strategies and theories
- Introduction to basic research, academic writing and referencing

The COM302 Module Learning Journey



Find out more on the Computing Foundation Year SOL

Module Delivery

This module is delivered online in semester 1 consisting of 12 teaching weeks. There will be 2 (50:50%) assessments, one individual (report) and the other a group assessment (online presentation).

Learning and Teaching Scheme



Learning and teaching scheme (short) >>

There are two online classes each week (3 hours of weekly class time) consisting of one-hour tutor presentation/discussion and a two-hour group practical class/student group presentations.



Not see videos on this page? Find out how to fix this

To see the full teaching scheme this module is based on [download long-form version](#)

Academic Calendar 2020-2021



For details of term dates can be found here [Academic Calendar 2020-2021 >>](#)

Assessment

Reset user tour on this page

STUDY

Succeed@Solent

Referencing

Subject Guides

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Ethics

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TA Requirements for Modules for online Delivery

Assessment tab

For more details go to the [Build your Module tab on the TA SOL](#)

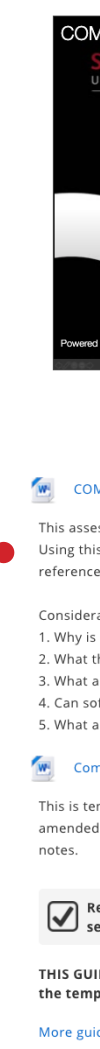

SOLENT ONLINE LEARNING



GROUP TECHNOLOGY PROJECT (COM302)

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[Assessment](#)
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[Manage your learning](#)
[Classes & Topics](#)

Assessment



Moderation (External Examiners) Private Folder

Hidden from students

Assessment, Submission, Regulations & Grade Mark Table

Assessment Principles & Regulations

Extenuating Circumstances

Academic Misconduct

Solent Grade Marking Scale

Online Assignment Submission Support for Students

For guidance and support with researching and producing your assignments, visit [Succeed@Solent](#)

IMPORTANT

IMPORTANT - Hand-in deadlines are cut-off points - avoid uploading your assignment in the last hour, not only is it bad practice to be still working on an assessment so close to the deadline, but thousands of students are uploading at the same time and the system will slow down, which might mean it uploads late - **late submissions within 5 working days of the deadline are capped at 40%** (this is 2% lower than the bottom grade mark of D3) even if it was marked at A1. After 5 working days, submissions will not be accepted.

☒ Any issues uploading your assessment please contact the Learning Technologies Advisors who can be found at the [Learning Technologies Helpdesk](#) on floor 2 of the Mountbatten Library.

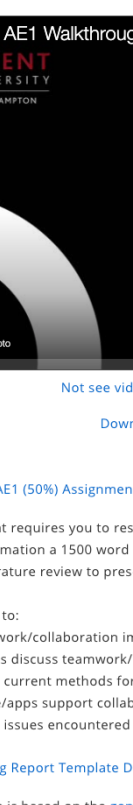
Email ltu@solent.ac.uk or phone 023 8201 5100

We recommend that you upload your assessments over the Solent University network if possible and/or ideally for coursework 24 hours before the deadline (not applicable to TCAs) and avoid submitting too close to the deadline, so you will be able to get support from the helpdesk in good time if anything goes wrong.

☒ **Need help submitting your work online?** [How to upload Word documents, PDFs, PowerPoint slides and How to upload your video/audio assignment](#)

For guidance and support with researching and producing your assignments, visit [Succeed@Solent](#).

AE1 Report (50%) - Deadline Friday 13th November 2020 4pm



Not see videos on this page? Find out how to fix this

Download COM302 AE1 Guidance Slides

COM302 AE1 (50%) Assignment Brief

This assessment requires you to research the best approach to take when implementing a group project. Using this information a 1500 word report will be produced which provides a formal and appropriately referenced literature review to present research findings.

Considerations to:

1. Why is teamwork/collaboration important in academic and work environments?
2. What theories discuss teamwork/collaboration?
3. What are the current methods for teaming working?
4. Can software/apps support collaboration?
5. What are the issues encountered when working in a team?

☒ **Remember this template is a starting point, and you will need to add more sections/sub-sections of your own depending on what type of project you are pursuing**

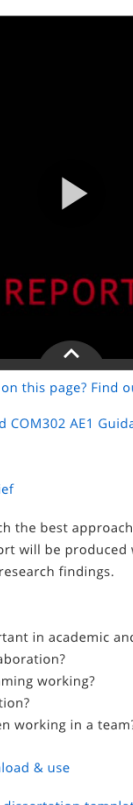
THIS GUIDE FOCUSES ON THE 3rd YEAR FINAL REPORT - but will give you a good idea of how to populate the template: [See the video guide for using the Report Template](#)

[More guidance on succeed@solent](#)

Report 1 (50%)

COM302 - Assignment AE1 checklist

AE2 Group Presentation (50%) - Deadline 18th December 2020 in the scheduled class



Download COM302 AE2 Guidance Slides

COM302 AE2 (50%) Assignment Brief

You will work in a group to present a research question topic related to your degree to an audience of your peers and academic staff. Following each group presentation there will be questions and answers. The presentation will be delivered online in a Pecha Kucha style:

Total Pecha Kucha presentation time: 6 minutes 40 seconds (approx.)

The presentation will have 23 slides:

- Slide 1 will be the title slide (no auto change)
- Slides 2-21 will auto slide change every 20 seconds
- Slide 22 references (no auto change)
- Slide 23 team member names & roles (no auto change)

NOTE: Only slides 2-21 auto slide change every 20 seconds are in 6.40 minutes

Each group member will contribute.

[Download PowerPoint template](#)

AE2 Group Selection

Use the above link to select self to select your groups for the **Group Presentation Assessment AE2 (50%) by 20/11/2020**

The group should be no smaller than 4 and no larger than 5

Group Presentation 1 (50%)

COM302 - Assignment AE2 Group Presentation checklist

Module runs from 28/09/2020 - 15/01/2021

Module Descriptor

Workflow

There is currently no workflow assigned for this page

Add a workflow

Choose...

Recent activity

Activity since Saturday, 7 November 2020, 3:00 PM

[Full report of recent activity...](#)

Course updates:

Deleted Feedback

Updated File

[Computing Report Template Download & use](#)

Lecture Capture

Live Sessions

No Live Sessions

Completed Recordings

No Completed Recordings

Links

Course Settings

Download

Online

Martin Reid

Quicklinks

[Computing](#)
[View](#)
[View](#)
[View](#)
[My 3](#)
[+ Alter](#)
[Cont](#)

It's a good idea to offer links to regulations and grade mark table

There will be a template to offer

Offering information on submitting assessments if things go wrong will be for coursework there will be a copy paste .

But do offer your own template for TCAs and presentation

TA SAYS: "Provide a videoed walkthrough of the assessment brief with subtitles or a transcript"

NOTE: Record and upload to Panopto

TA SAYS: "Provide a description of requirements in plain language"

TA SAYS: "Edit the assignment checklist"

Refers (re-takes) - Week starting 28th June 2021

An image has been used here
it is a public domain copyright
free image used for cosmetic
reasons; to brighten up the page
which is a good idea to do

More details here:
<https://martinsolent.github.io/>

Add ALL Assessment briefs including Refer briefs and signed off Peer Review forms for the externals to check to the Moderation folder.

This needs to be done in good time for the externals to check (levels 5-7) Before making them available to students in the first week of teaching

Clearly present the submission deadline

TA SAYS:
"Add all assessment briefs"

"Add marking criteria or rubrics"

"Update submission upload links to be the correct submission type. These are automatically created from Quercus data"

It's a good idea to offer links to assessment regulations and grade mark tables

There will be a template to copy paste

Offering information on late hand-in and submitting assessments and how to get help if things go wrong will be helpful, this one is for coursework there will be a template to copy paste .

But do offer your own concise information for TCAs and presentations

TA SAYS:
“Provide a videoed walk through
of the assessment brief and add
subtitles or a transcript”

NOTE: Record and upload to Panopto

TA SAYS:
"Provide a description of assessment requirements in plain English"

TA SAYS:
"Edit the assignment checklist provided"

TA Requirements for Modules for online Delivery

Reading & Resources tab

For more details go to the [Build your Module tab on the TA SOL](#)

SOLENT ONLINE LEARNING

GROUP TECHNOLOGY PROJECT (COM302)

Overview | Assessment | **Reading and resources** | Learning community | Manage your learning | Classes & Topics

Unit runs from 21/09/2020 - 15/01/2021
Unit Descriptor

Reading and resources





Photo by Darwin Vegher on Unsplash

As part of being a student, you will need to find things out by reading books, journals and articles. Then discussing the ideas of others to compare, contrast and underpin your approaches. We have a good range of up-to-date resources in the library, available in both digital and hardcopy formats. Use them to extend what is covered in class and as sources for your assignments.


Reading list

 **Module readings**

The Library provides additional support for your studies via the [Subject Guides](#).

Linkedin Learning Online Tutorials

Solent University students and staff have full access to LinkedIn Learning online training videos.



Please go to [LinkedIn Learning for Solent University](#) >>

Further resources:

[Computing & Games LibGuide](#): access useful resources for finding books, journal articles and more - plus support for developing your research and referencing skills.

Kathryn Ballard is the librarian supporting your course. Contact Kathryn for help with finding information sources, referencing or general library queries: kathryn.ballard@solent.ac.uk

You may find these resources helpful throughout your course:

[BoB National](#): access to recorded TV and radio broadcasts (including films) from all the major channels. Make playlists and clips and search the archives for content or record upcoming programmes.

Login: enter your university email address and password.

◀ Assessment | Learning community ▶

[Reset user tour on this page](#)

STUDY Succeed@Solent Referencing Subject Guides Library Ethics	ORGANISE Email Timetables Term Dates Portal	SUPPORT Student Hub IT & Media Printing Extenuating Circumstances	SOLENT FUTURES Solent Futures Online Campus Jobs CV Help Placements Events & Workshops
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More details here:
<https://martinsolent.github.io/>

TA SAYS:
"Work with the library to develop a rich eReading list"

NOTE: In semester 1 choose online books and email the list to:
library.digidocs@solent.ac.uk

TA SAYS:
"Work with the library to add active links to subject-specific or industry-related resources"

NOTE: You might not need to work with the library on this as you might be able to link to resources related to the module

TA SAYS:
"Work with the library to add tutorials and videos from LinkedIn Learning, BoB, YouTube, etc."

NOTE: You might not need to work with the library on this as you might be able to link to resources related to the module

Workflow

There is currently no workflow assigned for this page

Add a workflow Choose... ⌵

Recent activity

Activity since 21/09/2020

Full Course Updates Module readings

Upcoming events

There are no upcoming events

[Go to calendar...](#)

Lecture Capture

Live Sessions
No Live Sessions

Completed Recordings
No Completed Recordings

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library.digidocs@solent.ac.uk

TA Requirements for Modules for online Delivery

Learning Community tab

For more details go to the [Build your Module tab on the TA SOL](#)

TA SAYS:
"Add all Module tutor contact details and link to tutor profiles plus online office hours with meeting link"

There will be some sections that you can copy and paste from a template linking to the Computing Announcements SOL which will give information on building up a sense of community across the Computing Subject Group, critical information and opportunities/activities.

SOLENT ONLINE LEARNING

GROUP TECHNOLOGY PROJECT (COM302)

Overview

Assessment

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Manage your learning

Classes & Topics

Learning community

Communicating online should be treated with the same consideration you would have when speaking face to face. If you're not sure, check out the [guidance](#).

Tutor Contact Details



Module Leader & Tutor: [Martin Reid](#)

Office: JM506


Email: martin.reid@solent.ac.uk

Phone: 023 8201 6484

I welcome any questions about this unit in class, through MS Teams or by email for a pre-arrange one-to-one online meeting.

[Solent University Staff Profile](#)

Module Conversation on Microsoft Teams




We will be using the Microsoft Teams platform for module discussion & chat, where you will be able to collaborate with classmates and contact teaching staff.

[MS Teams Support & Guidance](#)

Follow the link below and use this access code: **x4euc13**

[COM302 Teams Channel](#)

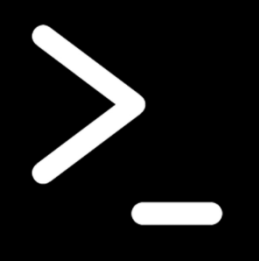
Computing Announcements



Computing Announcements is the home of the Computing Subject Group. On these pages, you will find information about the computing team and the activities that we perform. You will also find information relating to a range of benefits and support we offer to support your learning and development.

[Find out more on the Computing Announcements SOL](#)

WebDevSolent - @WebDevSolent



Please follow our twitter feed [@WebDevSolent](#) this has been set up to support networking between local digital and development companies and students to help improve confidence and employability.

There will be lots of information about meet-ups, conferences and developments in digital design.

Please make sure you sign up with your professional Twitter account.

Attending Tech & Digital Meet-ups online

Virtual Tech Meet-ups 2020



Attending Tech and Digital Meet-ups are an excellent opportunity to network, make contacts and keep up-to-date current practice and support your continued professional development or get you started if you're new to the industry or a student.

Since the coronavirus lockdowns attending physical meet-ups is impossible, but many of them are moving online to the virtual space. This presentation offers some guidance on how to get started with a number of current Bournemouth and Southampton Meet-ups that are now available online.

There are other virtual opportunities to take part in other meet-ups, webinars and conferences both nationally and globally with many of them available for free from the comfort of your own home.

Details here:
[twitter: WebDevSolent](#)

◀ Reading and resources

Manage your learning ▶

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TA SAYS:
"State frequency and methods for replying to students, to manage expectations"

NOTE: It might be a good idea to present office our slots were you're Available for support you could present a booking system full slots.

Keeping your Outlook Calendar up-to-date is a good idea so not only students but colleagues will be able to see your availability

TA SAYS:
"Add and make use of discussion forums to disseminate information to all students, with guidance for how the discussion forum will be managed"

NOTE: Using forums on SOL might be a challenge if you have a number of modules, also the forums on Moodle are quite clunky so it might be a good idea to use Microsoft Teams to communicate with students.

It is up to you how to keep students up-to-date with the learning on your modules, but you will need to clearly set this out on this tab/page

TA Requirements for Modules for online Delivery

Manage your Learning

For more details go to the [Build your Module tab on the TA SOL](#)

GROUP TECHNOLOGY PROJECT (COM302)

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[Manage your learning](#)
[Classes & Topics](#)

Unit runs from 21/09/2020 - 15/01/2021
[Unit Descriptor](#)

Manage your learning

Becoming a student is a process that will last throughout your time at Solent, not a single event.

It's about developing as a person - not just knowing the content, but taking and defending a position on it; not just working in a group, but understanding group dynamics.

- Start developing your professional skills: [Time management](#), [Working in groups](#)
- Understand the whole [assignment process](#)
- Build up your learning with [feedback and reflection](#)
- Tackle your [final major project](#)

Get Organised

As a student it is important that you organise your time, you need to balance studying with your other commitments such as hobbies, socialising and possibly a part-time job. Making sure you know when all your assignments are due in. Getting into a balanced routine early on will save stress later, in particular, leaving things to the last minute and then having to pull an "all-nighter" just before each assessment deadline.

[Productivity and Time management support](#)

Referencing & Academic writing

[Academic Skills Support](#)

Guidance on why we need to reference the work of others correctly, how to do basic research, structure and write reports, guidance on plagiarism and academic misconduct and how to use tools to support to collect and use citations.

[◀ Learning community](#)
[Classes & Topics ▶](#)

Workflow

There is currently no workflow assigned for this page

Add a workflow

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Activity since T

[Full rep](#)

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[Updated Modu](#)

[Module reading](#)

Upcoming e

There are no u

[Go to calendar](#)

Lecture Cap

Live Sessions

No Live Sessions

Completed Recordings

No Completed Recordings

Links

[Course Settings](#)

[Download Recorder\(Windows | Mac\)](#)

Online users

1 online user (last 5 minutes)

[Martin Reid](#)

Key Contacts

Module Leader

[Martin Reid](#)

Tutor

[Craig Gallen](#)

Librarian: [Kathryn Ballard](#)

[External examiners](#)

TA SAYS:

"Pre-populated with useful links to Succeed@Solent resources"

TA SAYS:

"Add guidance on offering and making use of peer support"

NOTE: This information may be better presented within the learning community tab/page

TA SAYS:

"Add links to instructions for using any technology embedded within the Module"

We had a discussion at the end of the year 2019 about having resources that give consistent support across all courses and modules, these would offer expectations for assessments, independent learning, academic or technical writing including citation referencing and plagiarism etc.

There will be some sections that you can copy and paste from a template offering information that will offer consistency across our all modules

SUPPORT

- [Student Hub](#)
- [IT & Media](#)
- [Printing](#)
- [Extenuating Circumstances](#)

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- [CV Help](#)
- [Placements](#)
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TA Requirements for Modules for online Delivery

Topics & Weekly Classes

The TA are advising to group learning activities into topics rather than weeks. Now this could be a challenge if you already have a weekly delivery and grouping activities into topics that cover a number of weeks maybe a lot of work as we have very little time. It may already be the case that you may spend to a few weeks on certain topics if so structure your weekly learning activities to reflect this if possible.

For code modules that have much of the learning activities on a separate server or GitHub - We need to wrap a narrative around those learning activities using content/introductions such as explainer videos on Panopto that then link to those weekly topics on the separate server. You must make sure you fill out information on your SOL don't leave your SOL blank apart from the assessment details and rely on all the material on the external host.

Make sure all your content is annotated, aim to have your learning activities self explanatory, so if a student missed the class they would be able to catch up with all the learning activities without having to ask for more information. If content is clearly presented with a good narrative linking all the learning activities this will help

us were our courses have been franchised and will enable external tutors to deliver these modules without asking us lots of questions about the delivery and will also help tutors who will take over the module in the future.

Lead by example, if you have links to external content which is not your own, make sure it is credited, cited and referenced correctly ideally in the Harvard style. We should be curating, discussing and synthesising external sources/content. As we do not want to appear that we have not created any content ourselves, but just linked to lots of external resources (This may not be the case for external content such as Cisco etc.)

Make sure also that you have the rights and copyright clearance to use external content, as mentioned above this is important with the franchise partners as it may appear that we are selling on content that we may not own/have the rights to in the first place.

For details go to the [Build your Module tab on the TA SOL](#)

Activity Design (class/topic) TA suggested coverage

Welcome and introduction- Introduce the topic, the learning outcomes and how the integrated process builds upon previous learning, e.g. supported by a short video.

Explain what tasks students will be required to undertake, and what is expected of them, e.g. interactive presentation, video etc.

Knowledge acquisition - Provide engaging knowledge acquisition opportunities, e.g. show a pre-recorded short lecture, follow links to interactive presentations or e-journals etc.


Interactive and engaging activity - Provide a range of interactive and engaging activities that allow for differentiated learning and exploration, e.g. quizzes, H5P, students preparing webinar presentations, or producing podcasts, blogs, vlogs etc.

Collaboration - Build collaborative engagement into the process to build a learning community and sense of belonging, e.g. collaborative group work, use of forums etc.


Formative feedback Describe how formative assessment will take place



Build deeper learning - Schedule regular interactive feedback sessions with students, e.g. one to one, small group etc.

Reflect - Include opportunities for students to reflect and monitor their own progress as they learn.



SOLENT ONLINE LEARNING



GROUP TECHNOLOGY PROJECT (COM302)

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Manage your learning

Classes & Topics

Classes & Topics

Week 1

Week 2

Week 3

Week 4

Week 5

Week 6

Week 7

Week 8

Week 9

Week 10

Week 11

Week 12

Module runs from 28/09/2020 - 15/01/2021

Module Descriptor

Workflow

There is currently no workflow assigned for this page

Add a workflow

Choose...

Recent activity

Activity since Saturday, 7 November 2020, 3:00 PM

[Full report of recent activity...](#)


Course updates:

Deleted Feedback

Updated File


[Computing Report Template Download & use](#)

Upcoming events



Report 1 (50%) is due

Friday, 13 November, 4:00 PM



Report 1 (50%) should be completed

Friday, 13 November, 4:00 PM

[Go to calendar...](#)

Lecture Capture

Live Sessions

No Live Sessions

Completed Recordings


No Completed Recordings

Links

[Course Settings](#)
[Download Recorder\(Windows | Mac\)](#)

Online users

1 online user (last 5 minutes)



Martin Reid

Quickmail

Compose Course Message

View Drafts

View Scheduled

View Sent Messages

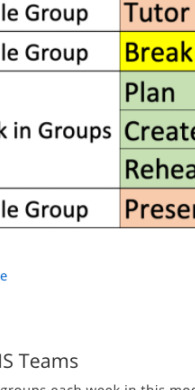
My Signatures

Alternate Emails

Configuration

COM302 Teaching Scheme 2020

COM302 TEACHING SCHEME



This module is delivered **online** in semester 1 consisting of 12 teaching week starting the 28th September 2020 to 18th December 2020. There will be 2 (50:50%) assessments, one individual (report) and the other a group assessment (online presentation)

There are two online classes each week delivered a 3 hours block (with a 15mins of break time) Delivered in consisting of 60-70min Webinar and a 2-hr -1.50-hr group practical.

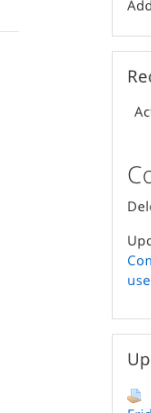
COM302 Time breakdown (in minutes & approx.)		
Whole Group	Tutor Webinar	70
Whole Group	Break	15
Work in Groups	Plan	30
	Create	35
	Rehearse	10
Whole Group	Present	20

[View Module Teaching Scheme](#)

Group work in MS Teams

You will be working in groups each week in this module, we will be using Microsoft Teams, currently, the 2nd October 2020, Breakout Rooms as a feature Has not rolled out to everyone, so we will start off with groups of 4-5 meeting in channels.

Here is an overview of how this works:



Manage your learning

Week 1

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For details go to the [Build your Module tab on the TA SOL](#)

TA SAYS:
"Pre lesson tasks"

TA SAYS:
"Topic Title"

TA SAYS:
"Hook and Recap"

TA SAYS:
"Lesson objectives"

TA SAYS:
"Welcome and introduction"

NOTE: Here are short video introductions to the learning activities, they have been upload to Panopto then grouped into a play list & then embedded on the page

I have also made the slides available as linked files

ADVICE:
For online delivery provide a link so students can content to the class

TA SAYS:
“Activities

What will the teacher do?

What will the students do?

How will you check for understanding?"

TA SAYS:
"Post lesson tasks"

TA SAYS:
"Summary and look ahead"

Advice

If you are pushed for time, you can just give an overview of what will be covered each week and an idea of what the learning activities will be then you can add more detail on a weekly basis.

Creating a scheme of work using the template provided on the TA SOL at the bottom of the Build Your Topic tab will support you in the outlining your weekly class activities.

Code Modules

Code modules that have the learning activities hosted on an external site such as Edward, GitHub etc. you will need to have an overview of the weekly learning activities on the SOL and then link to it on the external host you will need.

Create short videos to introduce a wrap a narrative around all the learning tasks.