

## ACL update no 9

Dear All,

I've been conducting a number of learning walks this week and it has been really encouraging to see how so many tutors are adapting to online delivery, the quality of delivery has been very professional. For those who are still developing their online delivery skills there are links to helpful videos to help you with the basics.

If you come across anything that you think would benefit other providers do please let me know and I will add it to the weekly updates. Please do share what you think is relevant to your contacts.

Please do contact us if you need anything else.

Keep safe and well

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### Digital Learning

If you would like to explore the digital platforms more, then [The Virtual Training Team](#) have posted many excellent tutorials on [their YouTube channel](#) about using Zoom and other platforms.

### Digital Hints and tips

- Don't be afraid to ask learners to reposition themselves if they cannot be clearly seen.
- If you are doing online quizzes then check out our Kahoot video on the [VLE](#)
- Using annotation in Zoom can encourage participation of learners who can tick or mark a shared screen or whiteboard. Great for quick quizzes and feedback. Check out how to do this in [the article](#)
- Don't forget to research how learners with different devices will be able to access and participate in the session.
- Breakout rooms are a good way to enable small group discussion, you can pre-set the groups and also set a timer for the groups.

<https://lightbulbmoment.info/> provides resources and ideas for online delivery



**Lightbulb Moment** *blog*  
Articles about webinar and virtual classroom design and delivery

## Professional development:

We have attached a copy of SET's latest InTuition for you to read at your leisure. It has a number of articles in it about online learning.

We have also attached The Complete Guide to Virtual Classroom by the Learning and Performance Institute.



## Electronic Quality Documentation

As we are currently delivering virtually, we are converting our word documents into electronic versions using Microsoft Forms. The first is the end evaluation (QD19). One of the benefits of electronic forms is that they gather the data for you which can also be presented in an excel

spreadsheet.

The link below will allow you to duplicate the form so you can use this with your courses, adding in the course details in the heading section. We will still be expecting you to submit termly summaries of learner evaluation of courses.

[Link to QD19](#)



## New resources

### summary

Amazing Apprenticeships

have added lots of new resources over the past few weeks, including the '[2020 Memory Maker](#)', a great way to document what life is like right now. They've also added '[My New Normal](#)' a poster that allows you to track your new positive habits and doubles as a mindfulness colouring activity.



**2020 MEMORY MAKER**

2020 will be a memorable year, commemorate it with the '2020 Memory Maker'. As a family or individual, answer 20 questions from the lists below, you could pick randomly or choose your favourites. Record your answers and keep them as a memory for the future.

**YOUR LOCKDOWN LOGISTICS**

- When did you first hear about Covid-19? When did you realise that things might be getting serious?
- What did you change about your personal hygiene routine? Did you sing Happy Birthday twice or count to 20?
- Did you participate in a social-distancing greeting? (E.g. elbow tap / foot touch)
- What was the build up to lockdown like for you?

Describe what people were saying / planning for at work, home, school, in the community?

- Where were you when lockdown was announced by the Prime Minister? How did you feel? What did you do?
- Who have you been in lockdown with? Do you live on your own or are you with family and friends? How did one day go? Are they working? Have they been home schooling? If you live on your own - do you have any pets? Who are your neighbours?
- Did you panic buy anything? If so - did you see it all or did you buy something you thought you would need, but you haven't ended up using?

**LIVING LIFE THROUGH LOCKDOWN**

- How have you been getting your shopping? Is this different to before?
- What has been your favourite food during lockdown?
- Have you experienced with any new recipes? What have they been? Will you pass them on to others?
- What has been your favourite way to connect with friends and family?

**THINGS TO LOVE ABOUT LOCKDOWN**

- Has anything really annoyed you about others during lockdown?
- Have you broken any lockdown rules? What did you do that you got caught during lockdown?
- Have any of your family members been working in the garden? How have you felt about that? What has been the impact for your family?
- How do you think your experience of lockdown compares to other people?
- How have you felt during lockdown? Have your emotions changed?
- Did you sleep for weeks?
- How did you explain lockdown to your children?
- Did you find home schooling difficult or did you enjoy it?
- What if it had been you to need? Did you realise more during lockdown? Will you carry on?

What did you do something that felt moment? What have you done recently?