SELECTING TECHNOLOGY FOR LEARNING

STUDENTS
___ Review accessibility mandate or policy of your institution, department or program.
___ Determine demographics of the students and appropriateness of technology.
___ Consider student access to technologies, both off campus and on campus.
___ Determine digital skills and digital readiness of your students with learning expectations.
___ Justify students’ purchases of a new technology component (if needed) for learning.
___ Assess prior learning approaches & how technology can support student learning.

EASE OF USE
____ Select the technology for ease of use by instructor and students.
____ Identify technology that is reliable for teaching and learning.
____ Verify the technology set up, maintenance and upgrade is simple.
____ Confirm the technology provider/company is stable to support hardware or software use
____ Outline strategies to secure any digital teaching materials you create should the organization providing the software or service cease to exist.
____ Locate technical & professional support, both in terms of the technology and with respect to the design of materials.
____ Determine technologies to best support edits and updates of learning materials.
____ Outline how the new technology will change teaching with to get better results
____ Assess risks and potential challenges for using this technology for teaching and learning.

Adopted from Questions to Guide Media Selection and Use (Bates, 2015).
SELECTING TECHNOLOGY FOR LEARNING

COST & YOUR TIME

___ Consider media selection by the length of time and ease of use during course development.

___ Factor the time it takes to prepare lectures, and determine if development of digital learning materials will save time and encourage interaction with students (online and/or face-to-face).

___ Investigate if there is extra funding for innovative teaching or technology applications; if so, determine how to best use that funding for learning technologies.

___ Assess the local support from your institution from instructional designers and media professionals for media design and development.

___ Identify open educational resources for the course, e.g. an open textbook, online videos, library page of articles, or other potential OERs.

TEACHING & EDUCATIONAL FACTORS

___ Determine the desired learning outcomes from the teaching in terms of content and skills.

___ Design instructional strategies to facilitate the learning outcomes.

___ Outline unique pedagogical characteristics appropriate for this course, in terms of content presentation and skill development, specifically for:

   ___ Textbook, readings, or other online text materials;

   ___ Audio, such as podcasts, streaming audio from news, etc.

   ___ Video, such as slide presentations, lectures, tutorials, and screencasts; and

   ___ Social media, such as blogs, wikis, microblogs, photo sharing, curation, etc.

___ Plan learning aspects that must be face-to-face (in-person or online).
SELECTING TECHNOLOGY FOR LEARNING

INTERACTION

___ Identify the skills for development and interactions that are most to determine the best type of media or technology to facilitate this learning.

___ Determine the kinds of kinds of interaction to produce a good balance between student comprehension and student skills development.

___ Estimate the amount of time the instructor will be interacting personally or online with students, and the type of medium for this interaction.

ORGANIZATIONAL ISSUES

___ Determine institutional support in choosing and using media or technology for teaching.

___ Identify if the institutional support is easily accessible, helpful, and will meet the needs for the learning technologies for the course.

___ Determine if there is funding available to ‘buy me out’ for a semester and/or to fund a teaching assistant so I can concentrate on designing a new course or revising an existing course.

___ Locate institutional funding or resources for any learning technology or media production.

___ Review the ‘standard’ technologies, practices and procedures for teaching and learning, to verify requirements for utilizing institutional technology resources, i.e. the learning management system, lecture capture system, etc.

___ Determine if the institution will support trying a new technological approach to learning, and will support innovative media or digital design.

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SELECTING TECHNOLOGY FOR LEARNING

NETWORKING

____ Outline the importance for learners to network beyond a course, i.e. with subject specialists, professionals in the field, and relevant people in the community

____ Identify how the course or student learning can benefit from networking and learning from external connections.

____ Determine the appropriate network and/or social media space to integrate for your learners to network with each other and connect with external community members.

____ Integrate these networking mediums with standard course technology.

____ Delegate responsibility for its design and/or administration to students or learners.

SECURITY AND PRIVACY

____ Determine the student information you are obliged to keep private and secure.

____ Identify the institutional policies for security and privacy for teaching & learning.

____ Outline potential risks and challenges of using a particular technology where institutional policies concerning privacy could easily be breached.

____ Identify who at your institution could best advise you on security and privacy concerns, with regards to learning and teaching technologies.

____ Itemize the areas of teaching and learning, if any, available only to students registered in the course.

____ Identify the types of technologies to best restrict or limit access to course materials (if any) for my registered students.

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