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 Well-suited	Required Resources for Creation and Use	Knowledge Transfer	Evaluation & Assessment	Communication & Interaction	Collaborative Content Creation
 Partially Suited	How easily can you set it up? What skills or knowledge are required?	Is the tool appropriate for passing on information from instructors to learners?	Does the tool offer a means of assessing learners' knowledge level or does it enable them to self-assess their knowledge?	Can the tool be used for communication between instructors and learners and/or communication between learners?	Can instructors and/or learners use this tool to create content collaboratively?
 Not Suited					

Teaching and Learning Materials and Tools for Content Creation





















FeU's Open Moodle Platform	 Initial training period required; time and effort required for individual functions varies	 Information and study material in different formats	 Quiz or peer feedback for knowledge assessment; no graded examination possible	 Forums and chats for synchronous and asynchronous communication	 Separate wiki, familiarization with wiki-syntax necessary
H5P – Moodle PlugIn	 Initial training period required; working knowledge of Moodle a further prerequisite	 interactive presentation; stimulates engagement with content	 Integrated quizzes for knowledge assessment are possible	 Communication not possible, but interactive teaching material can be created	 No collaborative creation or modification of existing material is possible
Podcasts / Audio Material	 Requires training on the use of necessary tools (e.g. Audacity) and technical equipment	 Can be a pedagogically sound supplement to course contents	 Exception: Assessment of student-created audio material	 Communication about the content and material is only possible through another medium	 Following familiarization and with further support, learners can (collaboratively) create podcasts
Video Material	 Requires training on the use of software (e.g. authoring tools such as Camtasia or Captivate)	 audio-visual and asynchronous transmission; supplement to other media	 Exception: Assessment of student-created video material	 Communication about the content and material is only possible through another medium	 Exception: student-created video material
Video Streaming	 Requires technical support from the ZMI	 Synchronously streamed content or asynchronously recorded	 Grading and assessment of students' performance is not possible	 Communication with attendees in person or via an additional, synchronous chat	 No collaborative creation or modification of existing material is possible

Asynchronous Tools

Weblogs (Wordpress)	 Word processing software knowledge needed; easy integration of pictures and videos	 Use as informational website; adaptation rights can be restricted	 Individual participation is traceable through contributors' provision of their names	 Commenting on specific sections and pages is possible and provides options for further discussion	 Only asynchronous modification of the same section /page
Wikis (Media Wiki)	 Requires familiarization with the wiki approach and syntax	 Use as informational website; adaptation rights can be restricted	 Contribution and changes (=individual participation) can be traced to the contributors	 Attachment of separate discussion areas to comment on individual articles or sections	 collaborative work, creation of content and discussions are possible
Online Quizzes & Assessments	 Requires training period and knowledge about the type of assignment	 Messages to either individuals or all course participants	 Various options; submission of examinations or pre-examinations	 Only feedback on assignments (or solutions) is envisaged	 Processing and submission of assignments only for individual learners
Cloud Services*	 Easy up- and download of files; training period for further functions	 Exchange of (large) files also with external users	 Grading and assessment of study performance is not possible	 Commenting on individual files; additional forums can be created	 (Asynchronous) exchange and versioning of files
Limesurvey	 Requires knowledge about empirical surveys as well as training on tool usage	 Tool is not aimed at knowledge transfer	 Grading and assessment of study performance is not possible	 No communication and interaction possible	 Learners can create questionnaires independently or jointly with the instructor
Feudel e-Organizer	 Very easy, no further prerequisites	 Tool is not aimed at knowledge transfer	 Grading and assessment of study performance is not possible	 Limited interaction through casting votes (in pre-structured formats)	 Only pre-defined options for casting votes

* The FernUniversität will join the state-based cloud service Sciebo in fall 2019.

Synchronous tools

Virtual Classroom (AdobeConnect)	 Requires familiarization with functions and basic knowledge of e-moderation	 Usable for online lectures and interactive webinars and seminars as well	 Contributions in Connect can be evaluated as oral participation	 Communication is possible through audio, video or text chat	 Learners can create content (e.g. with the whiteboard) and discuss it
Hybrid Meetings	 Requires planning/familiarization with the technical environment and online and offline moderation	 Information can be shared with learners immediately	 Alternative to video examination in individual cases	 Enables communication and interaction among learners	 Collaborative work is possible only through verbal interaction
Scan Examinations	 Requires knowledge about the conceptualization of appropriate examination questions (especially MC examinations)	 Goal is the assessment and grading of study performance and not knowledge transfer	 Automated evaluation of LOTSE sheets, especially in large cohorts	 Communication and interaction are not desired in written examinations and tests	 Collaboration is generally not desired in written examinations
Video Examinations	 Requires support through the ZMI and examination offices as well as early planning	 Goal is the assessment and grading of study performance and not knowledge transfer	 Legally secure alternative to oral examinations	 Communication only occurs as an oral examination	 Collaboration is generally not desired in examinations

How to use this ToolGuide

- Are you wondering which educational technology tools are at your disposal for international teaching collaborations? Use this ToolGuide to pick the tool that best supports your pedagogical intention.
- Do you already know which tool you want to use? Each line describes strengths and weaknesses of the tool.
- Are you clear about your teaching and learning goals? Pick a column and check which tool helps you to realize it.
- Combine multiple tools.

Contact the ... zmi – Center for Media and IT for further support:

- e-KOO-Blog <https://ekoo.fernuni-hagen.de>
- Helpdesk Wiki <http://wiki.fernuni-hagen.de/helpdesk>
- Training Courses <https://www.fernuni-hagen.de/arbeiten/personalthemen/fortbildung/gesamtliste>
- ZMI-Blog <http://blog.fernuni-hagen.de/zmi>

Or send an e-mail to e-KOO directly: ekoo@fernuni-hagen.de