

## E-Teacher 2.0 assignment – Topic 2

### Introduction / description

In this exercise I will work with the outline given in the description of topic 2 – collaborating. Given miscommunication I have been forced to rethink this and the previous topic. In short this means that this topic will be a bit delayed because of planning restraints with my students.

### Topic 2 – collaborating

The concept of collaborating is an important part of my teaching. Given that my subject is communication and technology, collaborative work is an intricate part. My students work in teams, where they often divide the individual parts of a given project, to save time. I naturally emphasize that all team members should be involved and knowledgeable in every part of a project. It is my experience that this method of work is common upon graphical, and development work.

For this assignment have chosen some of my first year students, which are between 16-18 years of age. My reasoning for this is that they have been introduced to computers and the practices of our school, but haven't lost their fondness of trying new tools and practices. Unlike the students I used in topic 1, these students haven't got a common type of computer, and they only have my subject at grade C. This means that I have a harder time in motivating them to work, and to use their computers to write and create projects.

### **The experiment**

In the middle of January my students were introduced to Google Docs. In the introduction I emphasized the collaborative aspects of Google's online software package. As usual one or two of the students had tried Google Docs, but the commonality was that practically no one had used it for collaborating.

In the class I demonstrated how I could create a document, share it with one of the students, and then collaborate in writing the same documents in real time. The students got a kick out of the chat function, but basically could see the possibilities in working this way. After the demonstration I divided them into groups, and instructed them to create Google accounts (which most of them already had) and start working on a disposition on the upcoming project. In addition I instructed them to sit at opposite ends of the school, in order to force them to use the collaborative tools.

The exercise was a success! I thereafter gave them the final assignment and required them to use Google Docs throughout the entire project.

### **Results**

The students have worked with this exercise with high degree of enthusiasm. The collaborative aspects of Google Docs require a good degree of respect for each team member's work. Some sessions ended in them looking for text that was missing, other session in huge success.

In the beginning I noticed some technical difficulties on older computers. When the students were writing in their documents, text would appear slowly on the screen. Sometimes it was possible to write entire sentences before they appeared. This mostly happened on netbooks, or slower machines. The solution to this problem was to have the students install Google's Chrome browser on their computers.

### Student evaluation

In the final week of the project, the students were given a survey where they were asked to answer questions about Google Docs and office software in general. The complete survey has been attached to this document as appendix 1.

In the survey I try to push the students to think critically about Google Docs, which is done by asking questions that may not directly be relevant to collaboration. I will mix and match the questions and answers, and please be aware of the mix in languages the survey is in Danish I will translate if necessary.

#### Questions

Have you used Google Docs before this exercise?

Yes	16	84%
No	3	16%

Which parts of your project have used the tools from Google Docs?

Research	2	11%
Writing temporary parts of the report.	15	79%
Report	14	74%
Haven't used Google Docs	0	0%

Which of the following collaborate tools have you used?

Chat	18	95%
Real-time work with writing / doc. setup	16	84%
Notification functions	3	16%
Other functions	3	16%
None of the functions	0	0%

Estimate the usability of the collaborative tools

Greatly increases the productivity	1	5%
increases the productivity	18	95%
Doesn't increase the productivity	0	0%

Rate the user-friendliness of Google Docs

Perfect	1	5%
Good	14	74%
OK	4	21%
Difficult	0	0%
Unusable	0	0%

Estimate how more time it took you to use Google Docs

Much more time	0	0%
A bit more time	4	21%
Same time	8	42%
Less time	6	32%
Much less time	1	5%

Would you use Google Docs again?

Yes	17	89%
No	0	0%
Don't know	2	11%

Which functions could be the reason to use Google Docs again?

It's easy to use	13	68%
It's free	15	79%
It's easy to collaborate with others	16	84%
My documents doesn't disappear	11	58%
I can use Google Docs on different platforms	4	21%

Full set of results can be seen in appendix 2.

Interpretation of the survey

Looking at the survey it is quite easy to see that the students are very positive about Google Docs. Most of them would use it again.

Diving deeper into the questions about collaborative tools, I can see that to most used tools are chat and real-time writing of documents, which were expected given that they are most visual. In the same question it surprised me to see that everybody have used some of the collaborative tools. In conjunction with this it they still claim it increases their productivity. Looking at the comments most are satisfied with the tools provided, a few wish there were a voice-chat (Skype-like)

The general Google Docs questions show that it's easy to use, and they generally use less time in working with it – common comment are that it took a bit of time getting used to it. The reason for using Google docs again are: collaboration, it's free, ease of use and their documents doesn't disappear (stored in the cloud). All in all the next to last quest summarizes their experience quite well – 89% would use Google Docs again.

Conclusion

In conclusion I would claim a huge success in introducing Google Docs to this class. They have used in an entire project, which gave them a deeper knowledge and experience in this new tool.

In relation to web2.0 technologies, I haven't got a doubt that they eventually will become more integrated within the classic classroom teaching. I personally use some of the tools in my teachings, I use Google docs, I'm an avid user of Dropbox and I have my own webpage where students can read my work done at school or other projects I've participated in.

Didactic planning for a learning session involving Web 2.0	
<b>Education</b>	<ul style="list-style-type: none"> <li>• What kind of education is the session related to?  <i>Teaching sessions and subsequent personal work. I've chosen students from the first year, in the subject communication and information technology.</i></li> </ul>
<b>Aim</b>	<ul style="list-style-type: none"> <li>• What is the general aim of the session?  <i>The aim was to introduce the students to Google Docs a force them to use it in an entire project</i></li> <li>• What is the aim of the web 2.0 aspect?  <i>Collaboration and reflection on what they can use this tool for.</i></li> </ul>
<b>Learning preconditions</b>	<ul style="list-style-type: none"> <li>• Who are the target group?  <i>Student at 1<sup>st</sup> class at a technical gymnasium (high school level)</i></li> <li>• How are their learning preconditions in general?  <i>They all have laptops, access to internet. They are used to work in groups</i></li> </ul>
<b>Content</b>	<ul style="list-style-type: none"> <li>• What is the specific content?  <i>Introduction to Google Docs, and the requirement for them to use it a project in my subject.</i></li> </ul>
<b>Timeframe</b>	<ul style="list-style-type: none"> <li>• What is the duration of this session?  <i>Week 4 to 9 of 2012 roughly 10 lectures.</i></li> <li>• How long do you expect the students to work with the web 2.0 aspects?  <i>Throughout the whole project period, and hopefully also after that.</i></li> </ul>
<b>Learning process: Workflow</b>	<ul style="list-style-type: none"> <li>• What is the general workflow in this session?  <i>The students are working with an assignment, while teachers are coaching them. IE. They listen to my introduction and see my examples. If help needed they contact me.</i></li> <li>• Does the web 2.0 aspect support specific learning styles?  <i>The students are used to work in teams. This tool will help them optimize their work by enabling them to collaborate in writing documents in real-time – usually teamwork have them sitting around a single computer where one team member, write while the others are talking.</i></li> <li>• What other parts of the education does this session's workflow have to coincide with?  <i>The students work with parts of their ordinary curriculum</i></li> </ul>
<b>Learning process: Role of the participants</b>	<ul style="list-style-type: none"> <li>• How do the students act in this session?  <i>The students were very positive about Google Docs, and used it like they would with any other text editor like MS Word. I only had a few questions on how it worked.</i></li> <li>• How are the students organised?  <i>They work in small groups</i></li> </ul>

<b>The teachers function</b>	<ul style="list-style-type: none"><li>• How does the teacher act in this session? <i>Primarily as coach</i></li><li>• Is the web 2.0 aspect teacher-dependent or are the students able to work through it by themselves? Does the web 2.0 aspect require an introduction? Does the teacher evaluate the work of the students? <i>I introduced them to Google Docs and showed how the basics in collaboration. Google Docs UI is very intuitive and didn't give problems.</i></li></ul>
<b>Resources</b>	<ul style="list-style-type: none"><li>• What supplemental learning resources are available to the students? <i>None other than guides they can find on the internet or help from me.</i></li></ul>
<b>Evaluation</b>	<ul style="list-style-type: none"><li>• How are the students evaluated in this session? <i>I make them answer a short survey, which is evaluated in this document.</i></li><li>• How is the web 2.0 aspect evaluated? <i>By the survey, and possibly by the future use of Google Docs</i></li></ul>

## Brug af IT samarbejdsværktøjer i undervisningen

1 meddelelse

torstenfix@gmail.com &lt;torstenfix@gmail.com&gt;

4. mar. 2012 18.48

Til: torstenfix@gmail.com

Hvis du har problemer med at få vist eller sende denne formular, kan du udfylde den online:

<https://docs.google.com/spreadsheet/viewform?formkey=dHVCtIB4RUhCV3IucURhQVZWclhXb1E6MA>

## Brug af IT samarbejdsværktøjer i undervisningen

eTeacher 2.0 spørgeskema

### Din erfaring med office programmer

Har du anvendt Google Docs før denne øvelse \*

- Ja  
 Nej

Hvis ja i, hvilken situation(er) har du brugt Google docs

Hvilke andre office programmer har du anvendt før? \*

- Microsoft Office  
 Openoffice  
 Pages  
 LibreOffice  
 Andet

På baggrund af din viden med anden/andre officepakker, vurder anvendeligheden af Google Docs til erstatning af de traditionelle office programmer \*

- Dækker hele mit behov  
 Dækker stort set mit behov  
 Dækker en del af mit behov  
 Dækker en lille del af mit behov  
 Dækker overhovedet ikke noget min traditionelle office program gør

### Brug af Google Docs

I hvilken del af Jeres projekt har I brugt værktøjerne fra Google Docs \*

- gerne flere krydser

- Research  
 Midlertidig skrivning af tekst til produktet  
 Rapporten  
 Har ikke brugt Google Docs

### Samarbejdsværktøjer

Google Docs tilbyder nogle værktøjer til at forøge samarbejdet.

Hvilke værktøjer har du benyttet dig af \*

- gerne flere krydser

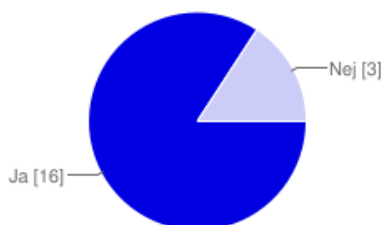
- Chat funktionen  
 Samtidig arbejde med skrivning / opsætning  
 Notifikations funktion

# 19 svær

## Oversigt [Se komplette svar](#)

### Din erfaring med office programmer

#### Har du anvendt Google Docs før denne øvelse

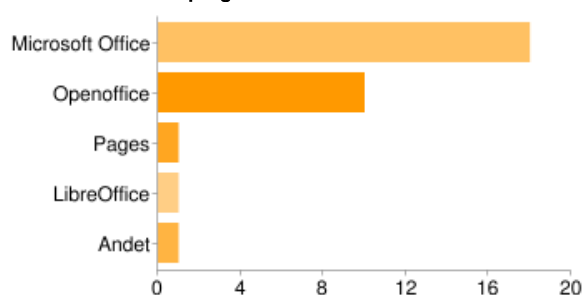


Ja	<b>16</b>	84%
Nej	<b>3</b>	16%

#### Hvis ja i, hvilken situation(er) har du brugt Google docs

i tiende klasse. i dansk, da vi skulle redigere en opgave Brugte det til skrivelsen af den forenklede udgave af opgaven og desuden når vi skulle skrive rapporten på 5 sider. Teknologi, men er rimelig ny indefor google docs. jeg har brugt det til kom/it, samfundsfag og teknologi. I teknologi til at vurdere en opgave sammen Jeg har brugt det før til en øvelse i teknologi. Jeg har også brugt "tegning" til at lave flowdiagrammer. Til rapporter. I mit fag der hedder Kom/it, hvor vi sidder i gruppe og laver det være for sig. I teknologi, da vi skulle forklare hvordan man laver en god teknologi rapport ...

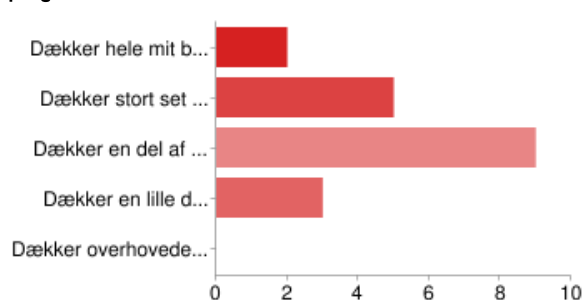
#### Hvilke andre office programmer har du anvendt før?



Microsoft Office	<b>18</b>	95%
Openoffice	<b>10</b>	53%
Pages	<b>1</b>	5%
LibreOffice	<b>1</b>	5%
Andet	<b>1</b>	5%

Der kan vælges flere afkrydsningsfelter, så der kan tilføjes procenter på op til mere end 100 %

#### På baggrund af din viden med anden/andre officepakker, vurder anvendeligheden af Google Docs til erstatning af de traditionelle office programmer

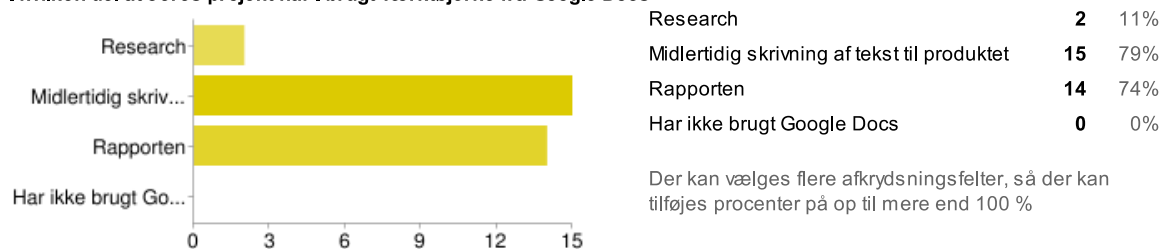


Dækker hele mit behov	<b>2</b>	1
Dækker stort set mit behov	<b>5</b>	2
Dækker en del af mit behov	<b>9</b>	4
Dækker en lille del af mit behov	<b>3</b>	1
Dækker overhovedet ikke noget min traditionelle office program gør	<b>0</b>	



## Brug af Google Docs

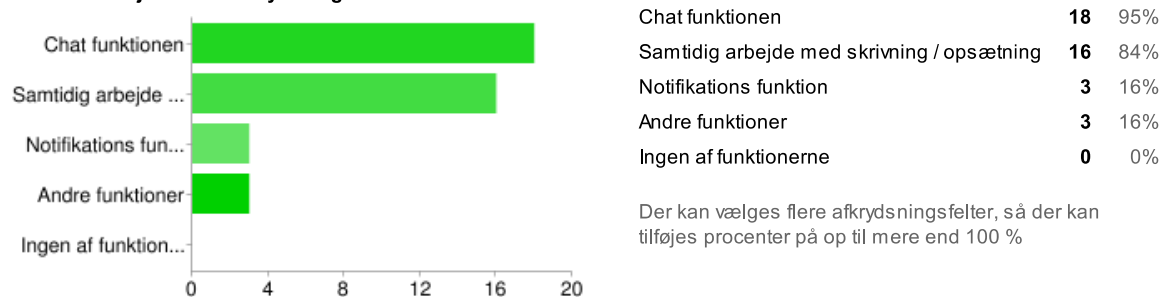
### I hvilken del af Jeres projekt har I brugt værktøjerne fra Google Docs



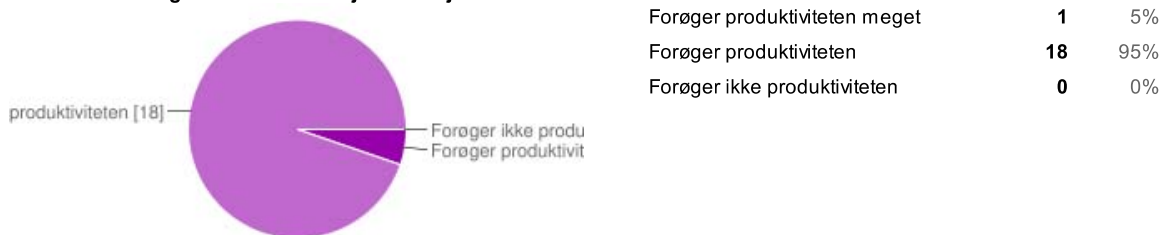
## Samarbejdsværktøjer

Google Docs tilbyder nogle værktøjer til at forøge samarbejdet.

### Hvilke værktøjer har du benyttet dig af



### Vurder anvendeligheden af samarbejdsværktøjerne



### Hvad fungerede / fungerede ikke med samarbejdsfunktionerne

ved ikke, lagde ikke rigtig til noget synes det fungerer godt at man kan sidde og redigere i det samme dokument på samme tid. Synes alt fungerede som det skulle og der var umiddelbart ingen problemer med programmet. Synes det er lidt forvirrende men man skal nok bare vænne sig til det. det fungerer rigtig godt at man hver især skriver i dokumentet, man kan se hvad hinanden skriver uden at skulle spørge, så det hele går meget hurtigere. det gode ved det er at man kan se de andres arbejde og rette samtidigt. det kan dog også være forvirrende når man fx indsætter billeder, da teksten flytter sig i ...

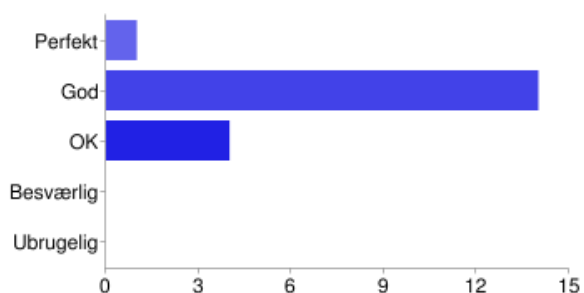
### Hvordan kunne samarbejdsfunktionerne blive endnu bedre?

bedre chat / voice-chat Synes det fungerer optimalt. Da jeg er ny i google docs, ved jeg ikke hvad der kunne være bedre. det ved jeg ikke, for syntes det fungerer meget godt som det er lige nu, det er nemlig også meget overskueligt og let at finde ud af. hvis man kunne video chatte.. det er nemmere at diskutere når man kan snakke sammen. Det ved jeg ikke. har ikke brugt det så meget, så det ved jeg ikke. Andre kommunikations metoder end tekst, nogen flere indstillinger (opløftet skrift) f.eks hvis man kunne snakke med hinanden istedet

for at chatte. at man kunne evt snakke sammen, da det er nemmere at ...

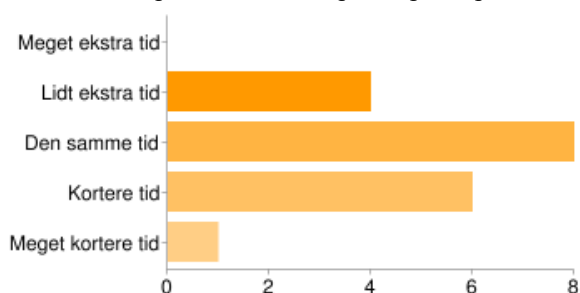
## Generel vurdering af Google Docs

### Vurder brugervenligheden på Google Docs



Perfekt	1	5%
God	14	74%
OK	4	21%
Besværlig	0	0%
Ubrugelig	0	0%

### Vurder hvor meget tid ekstra det tog at bruge Google Docs

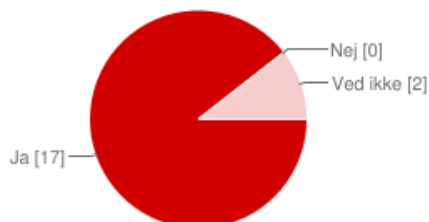


Meget ekstra tid	0	0%
Lidt ekstra tid	4	21%
Den samme tid	8	42%
Kortere tid	6	32%
Meget kortere tid	1	5%

### Uddyb venligst overstående svar, hvis du har brugt ekstra tid. Hvad har taget ekstra tid?

At lære at bruge google docs. At man skal logge ind på google og åbne dokumentet, og lige få alle med derind I word laver den selv store bogstaver efter punktum og det gør google docs ikke. Det tager lang tid at rette det igennem. fordi man skal lige lære at bruge det inden man rigtigt kan gå igang Synes det går hurtig og at det er rigtig godt at bruge det. ... man sparer tid på at skrive i et dokument med det samme, men man mister tid ved at søge f.eks. opløftet skrift. der skulle ikke bruges tid på at sende de forskellige dele til hinanden og ændre skrifttyper m.v. det var allerede samlet og ...

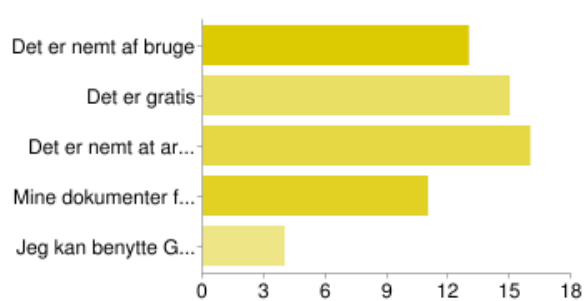
### Vil du bruge Google Docs igen?



Ja	17	89%
Nej	0	0%
Ved ikke	2	11%

### Hvilke funktioner kunne være årsagen til at du benyttede Google Docs igen

- Det er nemt af bruge
- Det er gratis
- Det er nemt at arbejde samme med andre
- Mine dokumenter forsvinder ikke



Jeg kan benytte Google Docs på forskellige platforme (pc, mac, mobil osv.)

Der kan vælges flere afkrydsningsfelter, så der kan tilføjes procenter på op til 100 %

Antal daglige svar



- Andre funktioner
- Ingen af funktionerne

**Vurder anvendeligheden af samarbejdsværktøjerne \***

- Forøger produktiviteten meget
- Forøger produktiviteten
- Forøger ikke produktiviteten

**Hvad fungerede / fungerede ikke med samarbejdsfunktionerne**

**Hvordan kunne samarbejdsfunktionerne blive endnu bedre?**

## Generel vurdering af Google Docs

**Vurder brugervenligheden på Google Docs \***

- Perfekt
- God
- OK
- Besværlig
- Ubrugelig

**Vurder hvor meget tid ekstra det tog at bruge Google Docs \***

- Meget ekstra tid
- Lidt ekstra tid
- Den samme tid
- Kortere tid
- Meget kortere tid

**Uddyb venligst overstående svar, hvis du har brugt ekstra tid. Hvad har taget ekstra tid?**

**Vil du bruge Google Docs igen? \***

- Ja
- Nej
- Ved ikke

**Hvilke funktioner kunne være årsagen til at du benyttede Google Docs igen \***

- gerne flere krydser

- Det er nemt af bruge
- Det er gratis
- Det er nemt at arbejde samme med andre
- Mine dokumenter forsvinder ikke
- Jeg kan benytte Google Docs på forskellige platforme (pc, mac, mobil osv.)

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