

Review and Renew of Learning Design and Digital Teaching Materials

We have created this guidance to provide you with practical ways in which you can update your teaching materials for re-use in the 2021/2022 academic year. The Review and Renew is aligned to the [RVC Blended Learning Rubric V2](#) and aims to be a practical document that helps you implement any necessary changes identified through completing the [Self Audit Checklist](#).

This resource will help you to:

- Review your teaching materials taking into account the Blended Learning Rubric to enable re-use for the 2021/2022 academic year
- Review your learning design, allowing you to think about your sequence of learning activities to help you plan interactive sessions before or after your recordings.
- Renew your teaching materials by highlighting useful resources

Learning Design - Digital teaching materials

What?	How?
Create accessible content	Read – Enhancing Accessibility Guidance Download - RVC Accessible Templates
Update learning sequence	Read - ABC Learning Design Principles Overview
Create personal capture recordings (Panopto)	Watch - Record using Panopto Web Capture Read - Panopto Tool Guide
Create Narrated PowerPoint	Watch - Know How To...Create a Narrated PowerPoint
Update Narrated PowerPoint	Watch - Know How To...Update a Narrated PowerPoint
Upload content to Panopto	Watch – Know How To...Upload content to Panopto
Edit Panopto Closed Captions	Watch - Know How To... Edit Panopto Captions

Course orientation / Learning Design / Learner Support

What?	How?
Create a self-introduction video	Watch - Know How To... Record an intro video with MS Teams Watch – Know How To... Record an intro video with Panopto
Review sequence of learning activities	Download - ABC Learning Design Workshop Presentation Discover - RVC Tool Wheel Review - Blended Learning Tracker
Tell students how you would like them to engage with the activities.	Watch – Communicating Expectations to Increase Engagement Webinar
Add a closing date to a LEARN Quiz	Read – Setting quiz availability and duration

Learning activities - Student engagement, Interaction and collaboration

What?	How?
Create learning interactions	Discover – Creating learning interactions area on LEARN
Create opportunities for connection	Read – Padlet Tool Guide
Set discussion expectations	Watch - Maximising learning and student Engagement Presentation Download – Maximising learning and student Engagement Presentation
Allowing Students to self-select breakout rooms in Zoom	Watch – Know How To... allow students to choose a Zoom breakout room
Add a Learning Science Resource to LEARN	Watch – Know How To...Add a LearningScience resource to your course
Interactive Polling with Turning Point	Watch – Know How To...Set up and run a TurningPoint quiz
Add a quiz into a Panopto recording	Watch – Know How To... Add a quiz into a Panopto recording

