

# Online Course on ACCESSIBLE DIGITAL EDUCATION User Guide











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## Introduction & Scope of the "User Guide"

In the framework of the European co-funded project "Accessible Digital Education" (ADEDU) an Online Course has been developed. The Course is primarily addressed to Teachers, Adult educators and trainers and Educators in the field of special education, psychology, and pedagogy and every other stakeholder that want to enhance their knowledge on the topic. Scope of this Guide is to present all the necessary steps in order to ease the users' access and navigation on the ADEDU platform and Course.

# 1. Prerequisite Steps

- The content is accessible to all that have registered and are logged-in in the All Digital Academy platform: <a href="https://platform.alldigitalacademy.eu/">https://platform.alldigitalacademy.eu/</a>
- To register to the platform, press the button "Registration" in the bottom right of the page.

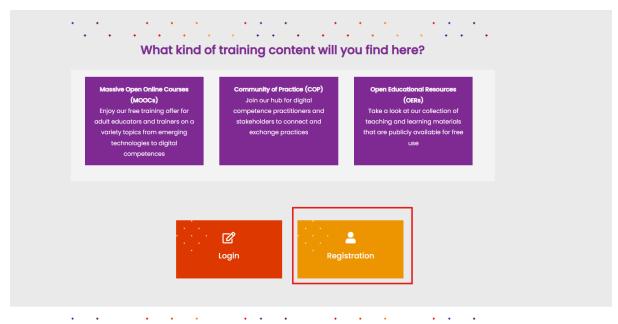


Figure 1. Platform registration



# 2. Registration / Enrollment in the ADEDU Course

After successful login at the platform, a user should go to the "MOOCs" section on the main menu (Fig. 1). In order to enroll to ADEDU MOOC, select from "Our Trainings" menu the **ADEDU** option.

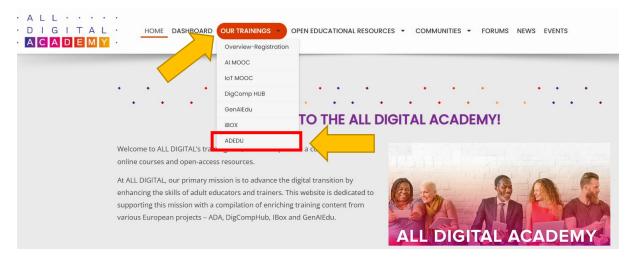


Figure 2. The MOOCs section on the ADA platform menu

On the ADEDU page click "Take this Course".







Figure 3. Accessing the course from the ADEDU ADA page

This will enroll and change the button to "Access Course". By clicking this button, you will be forwarded to the ADEDU Course main page.

#### 3. The ADEDU Course

#### 3.1 Structure

The ADEDU Course structure follows a modular approach where, based on the Course structure, a number of Modules are provided, which are broken down to Units. Units consist of learning material in the form of text, presentations and videos. In some cases, additional (optional) learning material is also provided. At the end of the Module an assessment test is offered to evaluate the achievement of the Module's Learning Outcomes. The MOOC's structure is depicted in following figure:



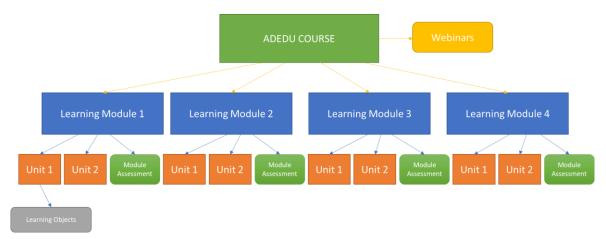


Figure 4. The MOOCs' structure

## 3.2 Navigation

Upon entering the ADEDU MOOC you will find yourself in the following page:

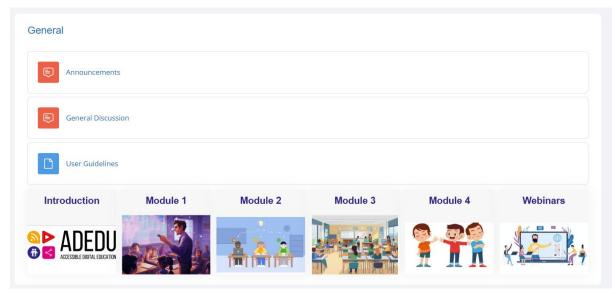


Figure 5. ADEDU MOOC main page

Here you can see the introductory section of the MOOC where you can find generic information on the Course, the 4 main Modules and a section where the Webinars that will take place upon the Course of the training will be uploaded.

#### 3.3 MOOC Forums

The Announcements Forum is a section where Tutors post news related to the course. At the general discussion Forum, learners may ask questions and start a discussion either pertaining to a specific topic with regard to the Course, or more general topics to socialize with peers. (Fig. 6).



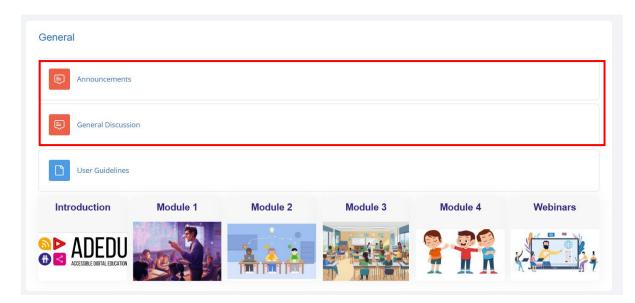


Figure 6. MOOCs' Forums

#### 3.4 MOOC Modules

Each Module consists of an overview, the Units and an Assessment. (Fig. 7-8).

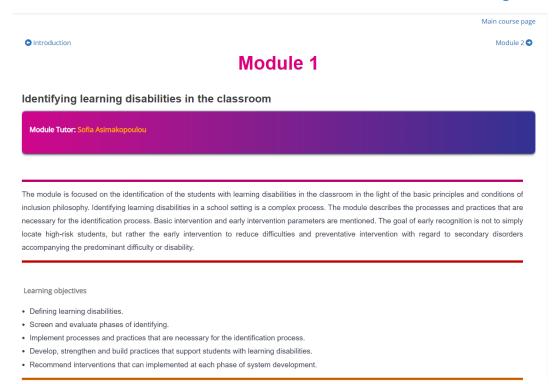


Figure 7. MOOCs' Module Structure (Module Overview)



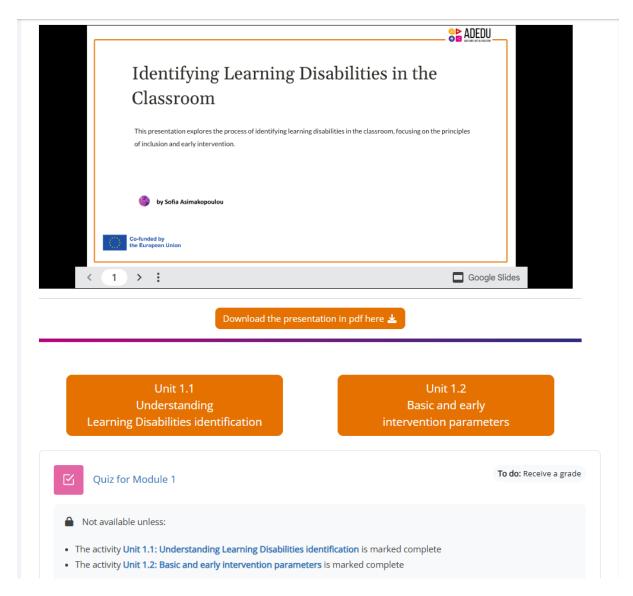
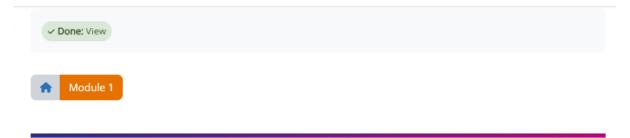


Figure 8. MOOCs' Module Structure (Presentation, Units and Quiz)

Upon entering each Unit, the learner will find generic information of this Unit as well as the Unit's Schedule (Fig. 9).





The unit is focused on the understanding of learning disabilities in the light of the basic principles and conditions of inclusion philosophy. Identifying learning disabilities in a school setting is a complex process. The unit describes the characteristics of students with learning disabilities and the practices that are necessary for the identification process.

#### **Learning Outcomes**

- Understand learning disabilities
- ✓ Learn the characteristics of students with learning disabilities
- Screen and evaluate phases of identifying
- Implement processes and practices that are necessary for the identification process

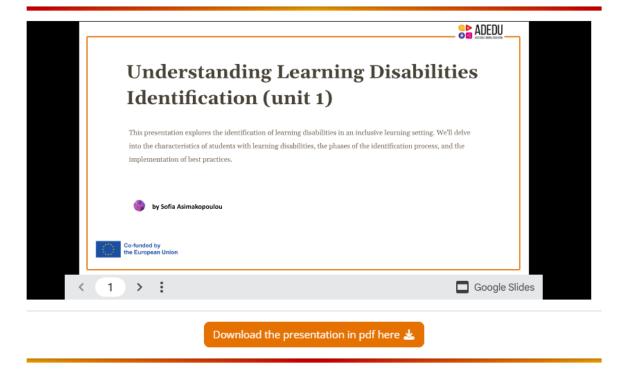


Figure 9. Unit's Structure (Generic Information and Presentation)

In the Unit's schedule you will find the learning material that comprises this Unit. For each Unit there is a Core Reading Material and an extra learning object that can be accessed by clicking the button on the bottom right of this material. This material may be a presentation, extra reading or a self-assessment activity (Fig. 10-11).



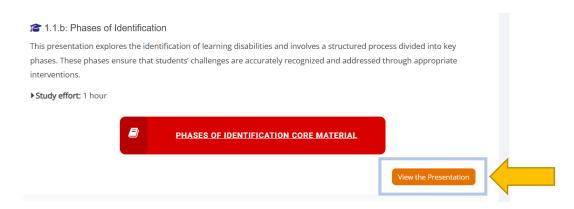


Figure 10. Unit's Learning Material

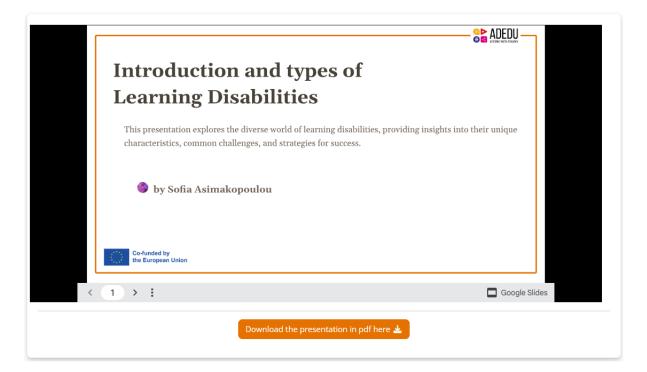


Figure 11. Learning object (Presentation example)

The Assessment test (Quiz) at the end of each Module has to be completed. The Assessment is available from the moment you have accessed and read both Units of the Module (Fig. 12). It contains questions concerning the material you 've read in each specific Module.



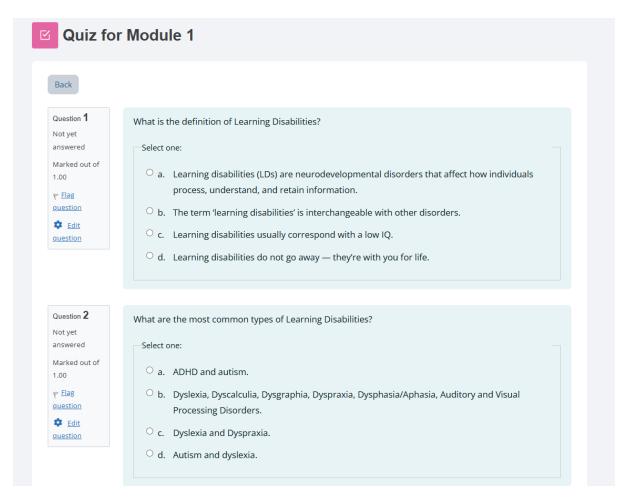


Figure 12. Example for Taking a quiz

The Certificate of successful Course completion will be based on the average of your scores in each quiz Modules.



#### 4. Platform functionalities

## **4.1 Accessibility Features**

ADEDU Course provides the option for accessibility features in order to ease the use for persons with learning and other disabilities, dyslexia or color blindness. From the icon with the learner's initials on the top right corner the user can select "**Accessibility**". A pop-up with the accessibility features is shown (Fig. 13).

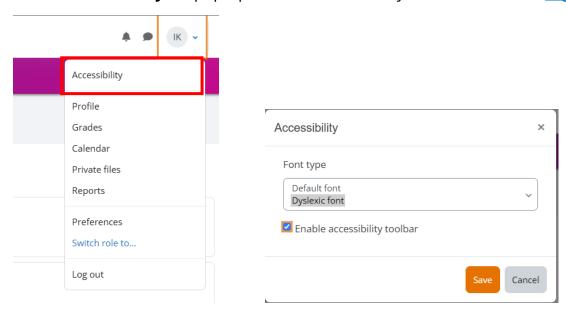


Figure 13. Accessing Accessibility Features

Upon enabling the accessibility toolbar, a bar on top of the topmost menu will appear as shown in the next image (Fig. 14).

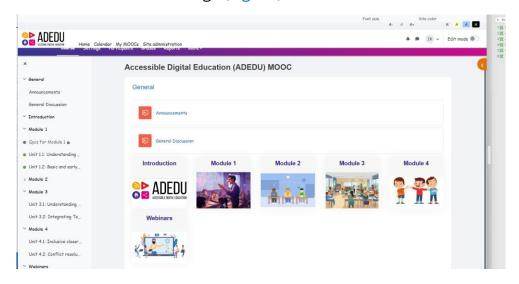


Figure 14. Dyslectic Fonts and Accessibility Toolbar



The accessibility toolbar provides tools to increase or decrease the font size and to change the site color into specific presets (Fig. 15).



Figure 15. Accessibility Toolbar Options

An example of the Low contrast color mode is shown in the following figure



Figure 16. Low contrast color mode

# 4.2 Calendar

You may use the link "Calendar" on the menu shown in (Fig. 17) to access the Calendar that informs you about important Announcements concerning the MOOC.

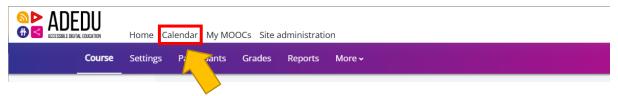


Figure 17. Accessing the calendar



By clicking on a future date you can add an event note as a personal reminder. (Fig. 18).

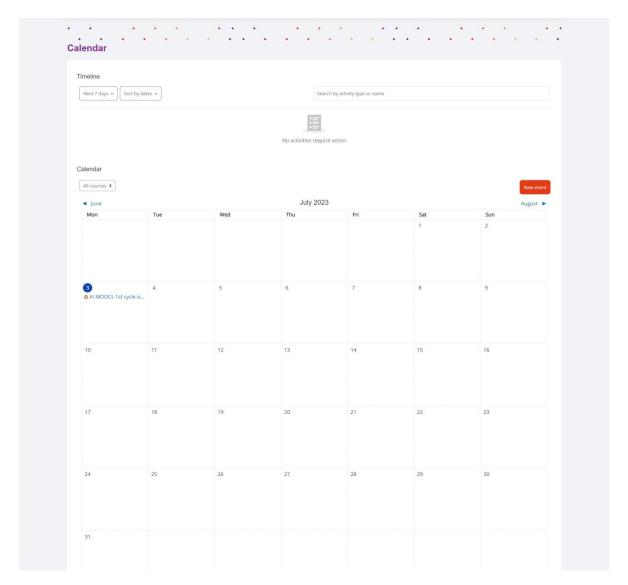


Figure 18. MOOCs' Calendar

### 4.3 Participants

When you are logged in in the ADEDU MOOC, you can click on the "Participants" option (A in Fig. 19) in order to find all members that are enrolled in the MOOC. If you want to find the Tutors of the MOOC you can use the filtering functionality based on Roles and select Teacher. You click on the "Apply filters" button and when the filter is added (B in Fig. 19) you click on the "Apply filters" button again. (C in Fig. 19). You can also filter participants based on a keyword.



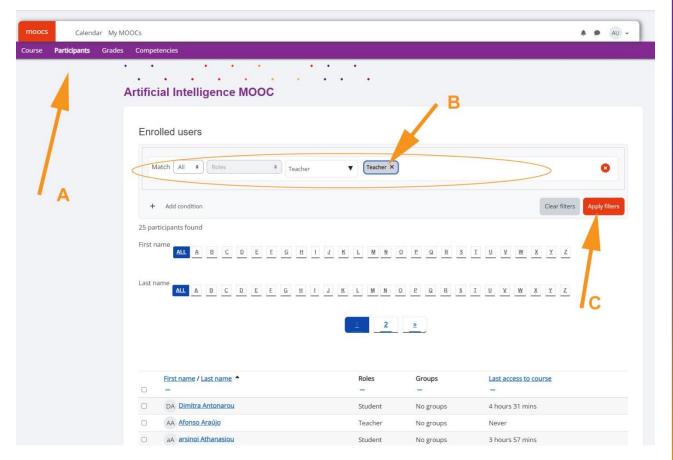


Figure 19. MOOCs' Participants

## 4.4 Instant messaging

From the MOOCs navigation you may send instant messages to another participant or to a tutor. You may search the user you want based on his/her name/last name and you can send an instant message. (Fig. 20).



Figure 20. MOOCs' Instant Messaging