


# TEACHING and LEARNING USING WHATSAPP




 **UTM**  
UNIVERSITI TEKNOLOGI MALAYSIA


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 **TEACHING AND LEARNING USING WHATSAPP**


## WHY TRAINING ON WHATSAPP?

- ❖ Not all students have Internet access and computers at home (except via their handphone).
- ❖ Not all students have high-speed Internet (to use video conferencing tools).





**TEACHING USING WHATSAPP**  
ASSOC. PROF. DR. JAMALLUDIN HARUN  
2.30pm - 4.30pm  
<https://zoom.us/j/444470029>


 **Web conferencing via ZOOM**  
For complaint related to online learning services, please contact: [olc@utm.my](mailto:olc@utm.my)  
For students helpdesk, please contact: [utmlead@utm.my](mailto:utmlead@utm.my)  
For lecturers helpdesk, please contact: IT manager of your own school/faculty

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## TNL USING WHATSAPP ?? WHY??

- ❖ Low data usage
- ❖ The ease of sharing information
- ❖ Encourage collaboration
- ❖ Extend learning time
- ❖ Manage large class sizes
- ❖ Flip the classroom
- ❖ Build confidence



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## TNL USING WHATSAPP



-  **Whatsapp** click to chat **Management**
-  **Whatsapp** click to chat **Communication & Multimedia**
-  **Whatsapp** click to chat **Instructional Strategies**

GUIDELINES



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# MANAGEMENT



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## MANAGEMENT

### ❖ How to Use WhatsApp Web

- <https://web.whatsapp.com/>



WHATSAPP WEB

To use WhatsApp on your computer:

1. Open WhatsApp on your phone
2. Tap Menu ⓘ or Settings ⚙️ and select WhatsApp Web
3. Point your phone to this screen to capture the code

[Need help to get started?](#)  Keep me signed in

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## MANAGEMENT

- ❖ How to Create and Manage WhatsApp Group?
- ❖ How to Add and Invite User?
- ❖ How to Manage Media and Messages?



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## MANAGEMENT

### Strategy on How to Organize your WA Groups (TNL)

- 1  
1 group for All  
(optimize the use of Star Message)
- 2  
1 group for discussion  
1 group for lecture notes and learning materials
- 3  
1 group per topic/week

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## MANAGEMENT

### Strategy on How to Organize your WA Groups (TNL)



3

1 group per topic/week ?

Completed Topic:  
Export chat and delete group OR archive chat

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## COMMUNICATION & MULTIMEDIA



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## COMMUNICATION & MULTIMEDIA

❖ **Text Messages : How to format your messages?**

- **Android** : Tap and hold the text you're entering in the text field, then choose **Bold, Italic, or More**. Tap More to choose Strikethrough or Monospace.
- **iOS** : Tap the text you're entering in the text field > Select or Select All > **B\_I\_U**. Then, choose Bold, Italic, Strikethrough, or Monospace.

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## COMMUNICATION & MULTIMEDIA

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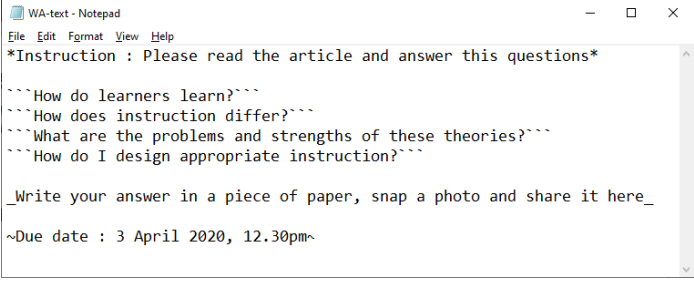
## COMMUNICATION & MULTIMEDIA

- ❖ **Tips : 1<sup>st</sup> prepare your text in Notepad (then copy and paste it to your WA group)**
- ❖ **Text Messages**
  - **\*This is a sample bold text\***
  - *\_This is a sample italic text\_*
  - ~~~This is a sample strikethrough ~~~
  - **\*~This is Bold Strikethrough\*~**
  - ````This is WhatsApp Monospace font ````

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## COMMUNICATION & MULTIMEDIA



WA-text - Notepad

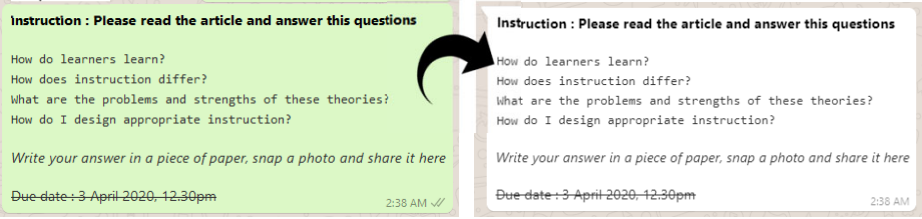
File Edit Format View Help

\*Instruction : Please read the article and answer this questions\*

````How do learners learn?````  
 ````How does instruction differ?````  
 ````What are the problems and strengths of these theories?````  
 ````How do I design appropriate instruction?````

*\_Write your answer in a piece of paper, snap a photo and share it here\_*

~Due date : 3 April 2020, 12.30pm~



**Instruction : Please read the article and answer this questions**

How do learners learn?  
 How does instruction differ?  
 What are the problems and strengths of these theories?  
 How do I design appropriate instruction?

*Write your answer in a piece of paper, snap a photo and share it here*

Due date: 3 April 2020, 12:30pm 2:38 AM ✓

**Instruction : Please read the article and answer this questions**

How do learners learn?  
 How does instruction differ?  
 What are the problems and strengths of these theories?  
 How do I design appropriate instruction?

*Write your answer in a piece of paper, snap a photo and share it here*

Due date: 3 April 2020, 12:30pm 2:38 AM

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## COMMUNICATION & MULTIMEDIA

### Best Practice Tips for Professional Text Messaging

- ❖ Keep them short (and sweet)
- ❖ Limit frequency and ensure quality content
- ❖ Offer short answer options
- ❖ Set boundaries - be mindful of the time of day
- ❖ Respond quickly
  - But : Not every text merits a response immediately. Or maybe ever
- ❖ Be clear
- ❖ Set class guidelines - Texting etiquette



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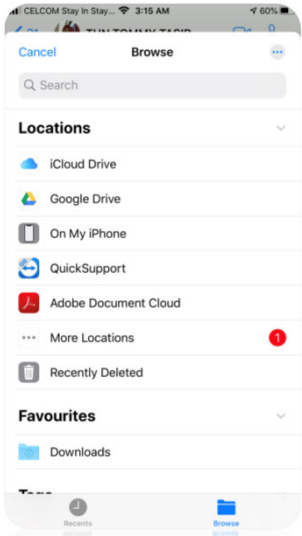
## COMMUNICATION & MULTIMEDIA

### ❖ Multimedia Messages

- Graphics/Photo
- Audio
- Video
- Link

### ❖ Document

- PPT
- DOC
- PDF
- etc....

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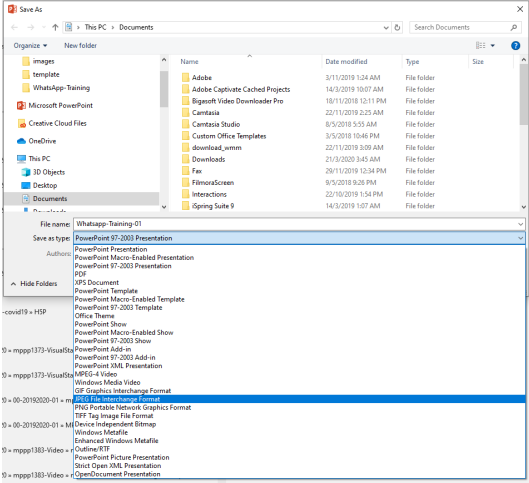


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## COMMUNICATION & MULTIMEDIA

### ❖ Sharing Lecture Notes

- Power Point
- PDF
- Photo
- Audio
- Video



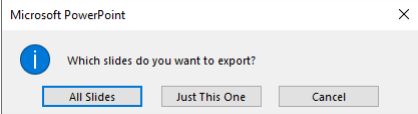
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## COMMUNICATION & MULTIMEDIA

### ❖ How do I turn my Power point slides into Graphics?

- For PC : Select **File > Save As**.
- For Mac : select **File > Export**.
- On the File Format menu, select the picture format that you want, such as **JPEG** or **PNG**.
- Choose the location where you want to save the file and enter a name for the image file.
- Select either **Save All Slides** or **Just This One**.



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## COMMUNICATION & MULTIMEDIA

### Convert Powerpoint Slides to Graphics/Photo (JPG)

Name	Date	Type	Size
Slide1	1/4/2020 11:19 AM	JPG File	150 KB
Slide2	1/4/2020 11:19 AM	JPG File	143 KB
Slide3	1/4/2020 11:19 AM	JPG File	95 KB
Slide4	1/4/2020 11:19 AM	JPG File	68 KB
Slide5	1/4/2020 11:19 AM	JPG File	103 KB
Slide6	1/4/2020 11:19 AM	JPG File	129 KB
Slide7	1/4/2020 11:19 AM	JPG File	138 KB
Slide8	1/4/2020 11:19 AM	JPG File	85 KB
Slide9	1/4/2020 11:19 AM	JPG File	167 KB
Slide10	1/4/2020 11:19 AM	JPG File	117 KB
Slide11	1/4/2020 11:19 AM	JPG File	95 KB
Slide12	1/4/2020 11:19 AM	JPG File	139 KB
Slide13	1/4/2020 11:19 AM	JPG File	142 KB
Slide14	1/4/2020 11:19 AM	JPG File	92 KB
Slide15	1/4/2020 11:19 AM	JPG File	130 KB

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## COMMUNICATION & MULTIMEDIA

### Use individual slide (JPG) to deliver your lecture

Assalamualaikum and Hello All...Still remember me..your lecturer for MPPP1383?

What is composition?  
What is framing?  
Composition in Photography vs Composition in Video?

Write your answer in a piece of paper, snap a photo and share it here.

Shots are all about composition. Rather than just pointing the camera at the subject....

you need to

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## COMMUNICATION & MULTIMEDIA

**Add text and voice to enrich the delivery process**

**Add simple active learning activity as well.**

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## COMMUNICATION & MULTIMEDIA

**Group Video Call (1 + 3)**

**Good for small group discussion/presentation**

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## COMMUNICATION & MULTIMEDIA

**Video based learning via WhatsApp:**

- ❖ Adds life to the online course by making it effective and engaging.
- ❖ Increases learner engagement and participation.
- ❖ Reduces cognitive overload and maximizes retention.
- ❖ Provides a simpler and practical learning experience.
- ❖ Is a cost-effective training approach.

**Problem with slow internet connection and limited data plan?**

- ❖ Use small video clips.
- ❖ Create your own video lessons using your own handphone (screen casting)

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## COMMUNICATION & MULTIMEDIA

**How do I turn my Handphone into a **screen casting** tool ?**

- ❖ **Screen Recording Tool** : iOS → Build in Screen Recording Tool or TechSmith Capture (free).

App Store Preview

This app is available only on the App Store for iPhone and iPad.

**TechSmith Capture**  
Record and share your screen.  
TechSmith Corporation  
4.5 (4.6K Ratings)  
Free

Screenshots iPhone iPad

Recording your screen has never been easier!

Easily record app demos and tutorial videos.

Access screen recording and videos in one place.

Instantly review and share recorded videos.

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## COMMUNICATION & MULTIMEDIA

### How do I turn my Handphone into a **screen casting** tool ?

- ❖ **Screen Recording Tool** : Android → AZ Screen Recorder or Mobizen Screen Recorder



**Mobizen Screen Recorder** - Record, Capture, Edit  
@ Editors' Choice  
MOBIZEN Productivity  
★★★★☆ 2,600,649  
Contains Ads - Offers in-app purchases  
▲ You don't have any devices.  
Add to Wishlist [Install](#)



**AZ Screen Recorder - Video Recorder, Livestream**  
AZ Screen Recorder Video Players & Editors  
★★★★☆ 1,196,140  
Contains Ads - Offers in-app purchases  
▲ You don't have any devices.  
Add to Wishlist [Install](#)



Featured on Google Play Home Page, Android Police, Yahoo News, CNET, Android Central, DroidLife, and more.

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## COMMUNICATION & MULTIMEDIA

- ❖ **Annotation Tool** : iOS → Build in Annotation Tool or PDF Element.



ONLINE LEARNING IMPLEMENTATION @ UTM

ALTERNATIVE 1 - ASYNCHRONOUS ONLINE LEARNING  
ALTERNATIVE 2 - SYNCHRONOUS ONLINE LEARNINGS  
ALTERNATIVE 3 - TASK BASED ONLINE LEARNING

ALTERNATIVE 1 - ASYNCHRONOUS ONLINE LEARNING  
Technology supporting tool for learning online

ALTERNATIVE 2 - SYNCHRONOUS ONLINE LEARNING  
Real-time interaction among students and instructor

ALTERNATIVE 3 - TASK BASED ONLINE LEARNING  
Collaborative learning among students and instructor

Examples of Online Assessment Tools:  
Self-reflection, Online Web Blog, In-classroom Quiz  
Quiz, Quiz scanning (UML, Quizlet, Scantronic)



**PDFElement - PDF Editor**  
Edit and convert PDF easily  
[OPEN](#)

4.7 ★★★★★ No83 4+  
82 Ratings Productivity Age

**What's New** [Version History](#)  
Version 5.1.9 7mo ago  
-Fix minor bugs.

**Preview**

Edit text in PDF like Word  
Wide selection of u

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## COMMUNICATION & MULTIMEDIA

❖ **Annotation Tool** : Android → Yo PDF - Write on PDF



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## INSTRUCTIONAL STRATEGIES



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## INSTRUCTIONAL STRATEGIES

### Basic - Small Lesson

1. **Task 1** - Set Induction (Active learning techniques)
2. Lecture
  - Lecture notes (i.e. Powerpoint slides convert to graphics)
  - Add text or voice to accompany the slides
  - Basic multimedia messages (upload or link)
  - Short screen casting
3. **Task 2** - Simple learning activity, task, discussion (active learning techniques)
4. **Task 3** - Problem solving, critical thinking
5. **Task 4** - Reflection and Conclusion

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## INSTRUCTIONAL STRATEGIES

### Incorporating (Simple) Active Learning in your Teaching Conversation via WA

- ❖ **Opening Question**  
Take a moment to reflect on your experience with this topic. Come up with a positive and a negative example.
- ❖ **Focused Listing**  
Take out a sheet of paper and list as many characteristics of good aircraft design as you can.
- ❖ **Brainstorm**  
What do you know about the ways to design a house? Start with your clearest thoughts and then move on to those that are kind of out there!

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## INSTRUCTIONAL STRATEGIES

### Incorporating (Simple) Active Learning in your Teaching Conversation via WA

- ❖ **Think aloud**  
Think about how you might use this concept in your life. Share your idea with your friends @ Class Group.
- ❖ **Two minute paper**  
Check your notes. Summarize the most important information. Identify (and clarify if possible) any sticking points and share.
- ❖ **One final question**  
Which of the instructional design model we've covered would you like to try in designing educational courseware? Justification?

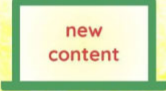
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## INSTRUCTIONAL STRATEGIES

### Flipped Learning

**At home**  
students learn




new content

at their own pace

then... →

**In class**  
teachers facilitate student-led discussions and learning activities




that allow students to develop their understanding

---

**Flipped learning teachers...**

- encourage deeper thinking
- are true facilitators of learning
- are far more than a "walking textbook"



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## INSTRUCTIONAL STRATEGIES

### Flipped Learning - Before (Online) Class

1. Deliver the course content to the students (via WA Group).
  - Course content can be a small piece of information - explanation of the concept, brief lecture notes etc.
  - Supporting materials such as real live examples in the form of multimedia, articles on the topic also could be shared.
2. The resources will be delivered before the class and students are requested to view or study the materials beforehand.

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## INSTRUCTIONAL STRATEGIES

### Flipped Learning - During (Online) Class via WA

3. The (online) lecture time can be used to engage the students in discussion and to probe the topic further for better understanding.
4. Team Discussion, Team Assignments...

### Flipped Learning - After (Online) Class

5. Competency-based assignment, problem solving, presentations

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## INSTRUCTIONAL STRATEGIES

### Scaffolding Strategies to Use With Your Students in WhatsApp Teaching Conversations

- ❖ **Show and tell**
  - Every chance you have, show or demonstrate to students exactly what they are expected to do.
- ❖ **Tap into prior knowledge**
  - Show students the big picture. Make connections to concepts and skills students have already learned. Connect to experiences they have had.
  - Ask students to share their own experiences, hunches, and ideas about the content or concept of study and have them relate and connect it to their own lives.

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## INSTRUCTIONAL STRATEGIES

### Scaffolding Strategies to Use With Your Students in WA Conversations (cont.)

- ❖ **Give time to talk / write / practice**
  - All learners need time to process new ideas and information.
- ❖ **Pause, Ask Questions, Pause, Review**
  - This is a wonderful way to check for understanding while students read a chunk of difficult text or learn a new concept or content
  - You need to design the questions ahead of time, making sure they're specific, guiding, and open-ended.


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## INSTRUCTIONAL STRATEGIES

### Scaffolding Strategies to Use With Your Students in WA Conversations (cont.)

- ❖ **Have students to think aloud**
  - Having students discuss their thought process is one of the best ways to figure out where their current skills are and make sure they're actively learning.
- ❖ **Don't offer too much help**
  - This causes the student to be a passive, instead of active, learner and actually reduces the amount the student learns.



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# Thank You



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