Preparing Course Information Supplement for Online Learning

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CI SUPPLEMENT

To inform on how the course will be conducted online as a supplement to the existing CI

ELEMENTS OF THE CI SUPPLEMENT

- Review of L&T Activities to Include Online Learning

- Review of Assessment Plan

REVIEW OF L&T ACTIVITIES TO INCLUDE ONLINE LEARNING

- Focus is on Guided Learning FTF hours from the CI

- Task is to specify the equivalent activities that will be conducted through online learning

- Difference from previous semester implementation is none of the Guided Learning FTF hours has been completed

- Planning has to be made for the whole Guided Learning FTF hours per CLO

- Asynchronous online learning activities are recommended compared to synchronous

EXAMPLES OF ONLINE LEARNING ACTIVITIES

No.	Activities	Type of time spent	Estimated time	Total time
1.	Live Interaction with students	The time spent in synchronous live interaction	15 minutes	15 minutes
2.	Students read a 5-page article online	The time required to consume content	2 mins x 5 pages	10 minutes
3.	Students carry out 1 collaborative learning task in online discussion board for separate groups based on article reading	Time spent for instructional activities	40 minutes	40 minutes
4.	Students write group findings on Padlet	Time spent for instructional activities	15 minutes	15 minutes

EXAMPLES OF ONLINE LEARNING ACTIVITIES

No.	Activities	Type of time spent	Estimated time	Total time
6.	Students spent time on averagely 10 screens for all the activities	The average time on 'screen' and the number of screens viewed.	5 mins x 10 screens	50 minutes
7.	Live Interaction with students to discuss students' work	The time spent in synchronous live interaction	20 minutes	20 minutes
8.	Students answer short online quiz	Time spent for instructional activities	30 minutes	30 minutes
9.	Students read the relevant reading materials based on a given project	The time required to consume content	4 mins x 60 pages	4 hours

EXAMPLES OF ONLINE LEARNING ACTIVITIES

No.	Activities	Type of time spent	Estimated time	Total time
10.	Live interaction with students to discuss a given project on the issues/challenges	The time spent in synchronous live interaction	0.5 hour x 4 sessions	2 hours
11.	Students propose the solution of the project on the aspect of designing with responsibility	The time required to discuss and prepare the proposed solution as a team and upload to e-learning	2 hours	2 hours

REVIEW OF ASSESSMENT PLAN

- Focus is on the assessment plan in the CI, related to the SLT

- The assessment plan need to be revised to cater for online learning constraints to ensure effectiveness and reliability of assessment

- All CLO should be maintained as in the CI, but changes can be made on the type of assessment.

- If changes have been made on the assessment type which affects the SLT, the latter must be adjusted in the CI accordingly.

EXAMPLE ON REVIEW
OF THE ASSESSMENT PLAN

No.	Continuous Assessment	PLO (Code)	Percentage	SLT
1	Test 1	PLO1 (AKW)	5	1h15m
2	Test 2	PLO1 (AKW)	5	1h15m
3	Project	PLO1 (AKW)	10	As in CLO2/CLO3 (20h)
		PLO3 (CTPS)	5	
		PLO4 (EM)	5	
4	Case study	PLO1 (AKW)	10	As in CLO2/CLO3 (20h)
		PLO3 (CTPS)	5	
		PLO4 (EM)	5	
5	Presentation and Report	PLO6 (LL)	10	As in CLO4 (14)
	Final Assessment			
1	Final Examination	PLO1 (AKW)	40	2h30m
	Total SLT		**100**	**120h**

h: hours, m: minutes

EXAMPLE ON REVIEW OF THE ASSESSMENT PLAN

REVIEW OF ASSESSMENT PLAN				
Before (from CI)		**Revised***		
Continuous Assessment			Percentage	Total SLT
1	Test 1	*Online Test 1*	10	**1h15m**
2	Test 2	*Online Test 2*	10	**1h15m**
3	Project	*Project to include aspects covered in the Case Study (report to be submitted via e-learning)*	30	As in CLO2 and CLO3 (40 h)
4	Case Study			
5	Presentation and Report	*Online presentation and report to be submitted via e-learning*	10	As in CLO4 (14 h)
Summative Assessment			Percentage	
1	Final Examination	*FTF or online Final Examination*	40	**2h30min**