E-Learning COach for Visually Impaired People

Structure
Face-to-face (Onsite) Session

Official Session structure

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2 Proposal for the structure of the face-to-face session

Lesson ”Assistive technology”

12 (1,5 days) 1 hr ____ 1 hr	Presence Phase no 1(face to face) Welcome of participants introducing participants in course structure and course administration ____ Visual impairment Symptoms and blindfold self-experiences	In coordinating training centre
____ 4 hrs ____ 4 hrs	____ Electronic devices demonstration and basic self-experiences by using BT and Magnifiers with different LMS, WBT and VCS	
_____ 1 hr ____ 2 hrs	____ Methodology of e-learning for ViP, basics about additional time requirements, navigation and explanation. Preparation of tutorials and graphical equivalences ____ Organizational administration and communication tools	

Seq.	Duration	Content	Methods/Remark
1	5 min	Introduction in aim of sequence - Repitition of experiences in SessionS2 concerning symptoms of VI and their consequences concerning perception of computer screen	- feedback probable experiences and expectation particip. - brainstorming
2	15 min	- Setup of OS implemented magnifier systems and TTS if available	Every participant should work on his personal Notebook. Especially when different keyboards are used by participants

Seq.	Duration	Content	Methods/Remark
3	35 min	Familiarization with OS-internal magnifier. The following features should be tested: - Different magnification factors - Different magnification displays (Full screen. Lens, split screen) - Inverted display These experiences should be carried out by giving all participants a detailed task to find certain information on a website and execute certain tasks. **Example:** **Participants with access to their companies LMS:** 1. Open your LMS-Login page 2. Login or register as guest user 3. Open a demo course 4. Switch to the start page of the content 5. Open a thread in the forum 6. Logout **Participants without access to their companies LMS:** 1. Open the e-commerce website www.amazon.com 2. Search for the “Shipping & Delivery” regulations 3. Search the Audio-Book “The Blue Nowhere” 4. Read a customer review	
4	5 min	Feedback - Impression of participants - Difficulties of participants considering + time requirement + Font(size) related problems + colour related problems + contrast related problems - Lesson learned	Brainstorming

Seq.	Duration	Content	Methods/Remark
5	60 min	Installation of a free screenreader Familiarization with basic functions of Screenreader - Navigation (esp. PC vs. SR navigation) - Reading functions - Exploration of familiar (e.g. companies) homepages with installed SR - Exploration of a text document with various layout elements (charts, pictures, headlines). As example the E-COVIP tutorials S2 and/or S3 are recommended	Thunder or NVDA A free Screenreader provides all participants with a tool which can be used by them during their lessons without effecting costs. Furthermore the free Screenreader are in comparison to proprietary systems easier to use. If an synthetic speech is required espeak (http://espeak.sourceforge.net/download.html) is recommended as open source solution. To avoid concurring speech output and disorientation by multiple SR, all user should use headphones.
6	60 min	Exploration of a text document with blindfold or VI simulation **Example:** **Participants with access to their companies LMS:** 7. Open your LMS-Login page 8. Login or register as guest user 9. Open a demo course 10. Switch to the start page of the content 11. Open a thread in the forum 12. Logout **Participants without access to their companies LMS:** 5. Open the e-commerce website www.ebay.com 6. Search for the “Policy” page 7. Search for MP3 players 8. Read a customer review about a seller	Simulation severe MD, Glaukom or Cataract
7	50 min	Navigation on E-COVIP LMS with SR blindfold or simulation lenses - Login - Registration as new user - Select and change preferences - Select course - Select content - Read and edit forum thread - Utilize chat feature - Carry out online test - Read and edit mai lmessage - Logout	As before
8	10 min	Feedback	Brainstorming

3 Proposal for the structure of the face-to-face session

Lesson ”Visual impairment”

12 (1,5 days) 1 hr	Presence Phase no 1(face to face) Welcome of participants introducing participants in course structure and course administration	In coordinating training centre
____ 1 hr	____ Visual impairment Symptoms and blindfold self-experiences	
____ 4 hrs ____ 4 hrs _____ 1 hr ____ 2 hrs	____ Electronic devices demonstration and basic self-experiences by using BT and Magnifiers with different LMS, WBT and VCS ____ Methodology of e-learning for ViP, basics about additional time requirements, navigation and explanation. Preparation of tutorials and graphical equivalences ____ Organizational administration and communication tools	

Seq.	Duration	Content	Methods/Remark
1	5 min	Introduction in aim of sequence - self experience of restrictions VI - self experience with diff.light conditions with VI - self experience with colours, contrast design of GUI	- presentation - feedback expectation particip.
2	20 min	Simulation of common VI (e.g. Glaucom, MD, reduced acuity) - The participants should experience their environment with minimum 2 types of VI symptoms. Very usefull are Glaucom and reduced Acuity (Visus 0.5 or less) **Remark:** To avoid headache and disortion amongst participants, these lenses should not be worn longer than 5 minutes without any break! - The light conditions in the room should be changed with window blinds, electric light (regular ceiling illumination and additional lamps) to create blurr, high and low contrast	Simulation glasses/lenses

Seq.	Duration	Content	Methods/Remark
3	30 min	Simulation of VI with simulation lenses/glasses at work with regular computer setup. The following experiences should be made: - reduced perception of keyboard - reduced perception of screen information - reduced eye-screen distance - Requirement of higher contrast - Requirement of larger fonts - Higher amount of time to read screen - Influence of changing light conditions These experiences should be carried out by giving all participants a detailed task to find certain information on a website and execute certain tasks. **Example:** **Participants with access to their companies LMS:** 13. Open your LMS-Login page 14. Login or register as guest user 15. Open a demo course 16. Switch to the start page of the content 17. Open a thread in the forum 18. Logout **Participants without access to their companies LMS:** 9. Open the e-commerce website www.amazon.com 10. Search for the “Shipping & Delivery” regulations 11. Search the Audio-Book “The Blue Nowhere” 12. Read a customer review	Simulation lenses for Cataract **and** reduced acuity or MD
4	5 min	Feedback - Impression of participants - Difficulties of participants considering + time requirement + Font(size) related problems + colour related problems + contrast related problems - Lesson learned	Brainstorming

4 Proposal for the structure of the face-to-face session

Lesson "Teaching Methods"

12 (1,5 days) 1 hr ____ 1 hr ____ 4 hrs ____ 4 hrs	Presence Phase no 1(face to face) Welcome of participants introducing participants in course structure and course administration ____ Visual impairment Symptoms and blindfold self-experiences ____ Electronic devices demonstration and basic self-experiences by using BT and Magnifiers with different LMS, WBT and VCS	In coordinating training centre
____ 1 hr	____ Methodology of e-learning for ViP, basics about additional time requirements, navigation and explanation. Preparation of tutorials and graphical equivalences	
____ 2 hrs	____ Organizational administration and communication tools	

Seq.	Duration	Content	Methods/Remark
1	5 min	Introduction - To give experiences to manage as a vip student on onsite session.	- simulation glasses or eyes closed
2	15 min	Pop quiz on small paper with difficult font– short answering time	- questions from the previous session
3	10 min	Feedback	- Brainstorming about what was difficult, how it feels to ask help from teacher and what to do better.
4	20 min	Group work exercise	-with simulation glasses -difficult power point (yellow tex on white) -Group have quickly orientate to a new text (e.g. tutorial) and write a list to another group for comments
5	15 min	Feedback	- Brainstorming about what was difficult, how it feels to ask help from teacher and what to do better.
6	20 min	Pair work exercise -Explaining of charts, maps, photographs and tables - Aim is to notice the difficulty to explain essential information from pictures.	Without simulation glasses
8	10 min	Feedback	Brainstorming

5 Proposal for the structure of the face-to-face session

Lesson ”Administration and organisation”

12 (1,5 days) 1 hr ____ 1 hr ____ 4 hrs ____ 4 hrs _____ 1 hr ____ 2 hrs	Presence Phase no 1(face to face) Welcome of participants introducing participants in course structure and course administration ____ Visual impairment Symptoms and blindfold self-experiences ____ Electronic devices demonstration and basic self-experiences by using BT and Magnifiers with different LMS, WBT and VCS ____ Methodology of e-learning for ViP, basics about additional time requirements, navigation and explanation. Preparation of tutorials and graphical equivalences ____ Organizational administration and communication tools	In coordinating training centre

Seq.	Duration	Content	Methods/Remark
1	5 min	Introduction to the Module: and subject contents explained to participants.	Presentation
2	15 min	***Preliminary administration*** **Recruitment** Identify the specific learner profile the course is aimed at. **Applications** Designing and producing an application form in a variety of accessible formats. **Assessments** Devising a formal initial assessment process. Devising a formal registration procedure that can be completed in a variety of ways. **Registration** Devising a formal registration procedure that can	Discussion and presentation of examples . .

Seq.	Duration	Content	Methods/Remark
		be completed in a variety of ways. **Handbook** Producing a course handbook in a variety of accessible formats **Regulations** Producing a clear guide to the rules and regulations	
3	15 min	**Onsite Training** Utilization and introduction of • Facilities • Materials • Technology • Communication • Regulations • Assessment • Handbook	Discussion and presentation of examples
4	10 min	**On-line Learning** Utilization and troubleshhoting of: • VLE/LMS • Accessible communication tools • Accessible and adapted materials • Online assessment/tests • Feedback tools	Demonstration and discussion
5	10 min	**Conclusion: Examination and certification** Examples for accessible and adapted • Examination • Grading • Certification	Discussion presentation of examples
6	5 min	Feedback	Brainstorming

6 Proposal for the structure of the face-to-face session

Lesson ”Online Communication”

12 (1,5 days) 1 hr _____ 1 hr _____ 4 hrs _____ 4 hrs _____ 1 hr _____ 2 hrs	Presence Phase no 1(face to face) Welcome of participants introducing participants in course structure and course administration _____ Visual impairment Symptoms and blindfold self-experiences _____ Electronic devices demonstration and basic self-experiences by using BT and Magnifiers with different LMS, WBT and VCS _____ Methodology of e-learning for ViP, basics about additional time requirements, navigation and explanation. Preparation of tutorials and graphical equivalences _____ Organizational administration and communication tools	In coordinating training centre

Seq.	Duration	Content	Methods/Remark
1	5 min	a) Presentation of Skype software This means of communication takes a very large extent with the arrival of broadband. The number is replaced by an identifier (pseudo) and voice replaces the text. Otherwise join a webcam, the rest teleconference phone use between two or more. • Benefits / Disadvantage:	Presentation of necessary equipment for this course. Brainstorming.
2	5 min	b) Installation and then launch Skype http://www.skype.com/intl/fr/download/skype/windows/downloading.html	Use the link to download the software disc to install and configure. Brainstorming
3	20 min	f) Presentation of keyboard shortcuts for navigation with Jaws and Zoomtext. http://www.webaim.org/resources/shortcuts/jaws.php http://www.rnib.org.uk/xpedio/groups/public/documents/PublicWebsite/public_rnib003591.hcsp	Using the links to get an overview of key shortcuts that can help us in shipping Skype. Brainstorming.

Seq.	Duration	Content	Methods/Remark
4	10 min	g) Description of Jaws script for skype With this script, you'll receive additional keyboard shortcuts to help you use the formidable tool of communication that Skype and this in an optimal manner. Whether to call your colleagues and friends or even change your Skype mood message, a simple combination of keys. Moreover, in this new version of the script, all the messages delivered by the programme are set out automatically and you will not miss a single message or call the script because you now give access to the events list of Skype.	Using the course to be on-line platform. Brainstorming
5	15 min	h) Establishment and Management of pseudo profile i) Connection and call Skype j) Creation of conference and panel discussion k) video calls and video capture.	Test accessibility via online testing
6	5 min	Feedback	Brainstorming