

Report Online Course "Educational Interaction and Communication" organized by Ghent University

February-June 2021

Ghent University

Content of this package

- 1. Preplanning mail in view of the workshop in Nis, September 2022
- 2. Planning online course
- 3. Discussion about certificates
- 4. Webinar PPT used during three online webinars on March 8, 9, 10 2021
- 5. Welcome address Team Leaders for the TECOMP online professional development course
- 6. Instructions to put announcements in online course by team leaders
- 7. Instructions sent to participants prior to the Nis Workshop
- Instructions to use Ufora sent prior to participants
- 9. List of participants for each university
- 10. Homepage online course Educational Interaction and Communication





Section 1. Launch of the workshop at the end of the Workshop about Professional development Models in February 2021

Announcements of 3 webinars to introduce the course to specific partners in the project

Onderwerp: RE: Training participants **Van:** Britt Adams < Britt.Adams@UGent.be>

Datum: 5/09/2022 13:06

Aan: jekaignjatovic73 < jekaignjatovic73@gmail.com>

CC: Maxime Moens <Maxime.Moens@UGent.be>, Martin Valcke <Martin.Valcke@UGent.be>

Dear Jelena,

Thank you very much for the list of participants. I will send them this afternoon with instructions about how to get access to our learning management system Ufora.

In this <u>WeTransfer folder</u>, you can find the documents that we need during our workshop. The print instructions are also integrated into the folder. If you have questions about it, do not hesitate to ask them.

Materials:

• Envelope folder / University map: Is it possible to provide a kind of folder for each participant, so they can collect all the papers they need for the workshop? If not possible, not necessary (I believe).



- For one activity, we need 6 flip chart papers (and maybe a little bit more papers). We don't need six flipchart holders if we can fix some papers to the wall/window with tape? (activity = carousel brainstorm).
- Are there tape/markers/scissors in the workshop room?

Looking forward to meet you, Britt

Van: Jelena Ignjatovic < jekaignjatovic73@gmail.com>

Verzonden: zaterdag 3 september 2022 22:07

Aan: Britt Adams < Britt. Adams@UGent.be>; Maxime Moens < Maxime. Moens@UGent.be>; Martin Valcke

<Martin.Valcke@UGent.be>
Onderwerp: Training participants

Dear Britt, Maxime, Martin,

I hope you are doing well. I am late with the list of participants, but I was waiting for the precise information. Maybe some more people will sign up, but I am sharing the Gdoc with you, so every change will be visible for you.

We are staying in contact.

Looking forward to seeing you in Nis!

With great regards, Jelena

prof. Jelena Ignjatović, PhD
University of Niš, Faculty of Sciences,

1 van 2

RE: Training participants

Department of Computer Science, Višegradska 33, P. O. Box 224, 18000 Niš, Serbia jekaignjatovic73@gmail.com; jelena.ignjatovic@pmf.edu.rs

2 van 2



Section 2. Planning online course

Onderwerp: Re: Link zo recording of today's Webinar

Van: Jelena Ignjatovic Erasmus project <tecomp.p2018@gmail.com>

Datum: 5/02/2021 21:19

Aan: Martin Valcke <martin.valcke@ugent.be>

Dear Martin,

I am really delighted with your yesterday presentations and discussions and guidelines given. In december I opened a Private youtube channel with the recordings from our webinars. It is clear that presentations should not be public, but the channel can only be accessed by users who have a link. Is it ok?

However I have a problem with opening the recording that you sent. It needs a username and password. I signed in but ZOOM did not accept it (wrote that I have no permission to open it) Can you try to give me permissions?

My username is jekaignjatovic73@gmail.com and password: Jml3007973!

Thank you in advance.

I am looking forward to participating in your in-depth discussion about set up of online training. Our schedule is following:

1. Group

Time: Feb 8, 2021 02:00 PM

Participants: Universities - Belgrade and Korce

2. Group

Time: Feb 9, 2021 02:00 PM

Participants: Universities - Kragujevac and Gjirokastra

3. Group

Time: Feb 10, 2021 02:00 PM

Participants: Universities - Novi Sad and Nis

Thanks, once more, for very useful advices and kindness!!!

Regards to you and your family,

Jelena

prof. Jelena Ignjatović, PhD
University of Niš, Faculty of Sciences,
Department of Computer Science,
Višegradska 33, P. O. Box 224, 18000 Niš, Serbia
jekaignjatovic73@gmail.com; jelena.ignjatovic@pmf.edu.rs

On Thu, Feb 4, 2021 at 1:19 PM Martin Valcke <martin.valcke@ugent.be> wrote:

Dear Jelena,

You can share this link of the recording of today https://ugent-be.zoom.us/rec/share/vEu044wz_CuGCpgDFptOpNs-

1 yan 2 6/09/2022 10:49

1NNOq3cwAmVK71oCiloGYWYAAlqYr9eEq9lyuyBg.pJb0kGhe1pMYx6cA

You can also download to add it to the TECOMP file management system. Please don't put it public on the webpage since there are always people who raise privacy issues.

It was nice meeting today and I look forward to the next steps.

__

Vriendelijke groeten, Kind regards,

dr. Martin Valcke

Ghent University
Department of Educational Studies
H. Dunantlaan 2 B9000 Gent

Belgium

Tel. +32 (0)9 264 8675/6251

http://www.onderwijskunde.ugent.be

http://www.researcherid.com/rid/H-6693-2012

http://orcid.org/0000-0001-9544-4197

De Vakgroep Onderwijskunde werkte mee aan concrete richtlijnen voor het aanpakken van "onderwijs" in deze tijden van Corona.

Een nieuwe notitie gaat in op 'leerlingen als 'agents' waarbij we bespreken hoe leerplichtonderwijs een vehikel wordt om een nog groter aandeel van de bevolking zich te laten vaccineren.

Download via:

https://drive.google.com/file/d/1ImsBTO0pJ0YwD3UErOcO6LrA6NEBgwiT/view?usp=sharing

De vakgroep Onderwijskunde is – in het kader van de aanpak van de COVD 19 pandemie – betrokken bij het grote Meditatieproject in Vlaamse lagere scholen "Wel in je vel". Bezoek

www.nanoemitch.com

https://www.facebook.com/groups/933929617138331

2 van 2 6/09/2022 10:49



Section 3. Discussion about the certificates

Onderwerp: Re: Monday training: focus on a certificate!

Van: Martin Valcke <martin.valcke@ugent.be>

Datum: 5/02/2021 13:41

Aan: Siniša Đurašević <sine@bio.bg.ac.rs>, "Jelena PROJECT" <tecomp.p2018@gmail.com>, Jelena Ignjatovic <jekaignjatovic73@gmail.com>, Martin Valcke <martin.valcke@ugent.be>

Dear Sinisa,

Next Monday is the kick off of a 12 week trajectory. We will agree on the concrete planning (e.g., start date) and who from your side will moinitor the work. I want to respect the language issue at hand and this requires your involvement. I can — alas — not understand all languages and dialects spoken in the region 2

Aftyer the successful elaboration of the 6 tasks that are to be tackled in the course and the related feedback activities. We will indeed, from Ghent University hand over a certificate that confirms successful completion of the course. This is a 3 credit course, which means it stands for 90 hours of work.

To develop teh certificate, I put Jelena in cc to this mail.

- I think it would be wise that for every participant the certificate has the logo of
- TECOMP
- the university of the local participant
- our university.

In this way, we respect the funding agency, the formal position of the candidate in his/her own university and our acknowledgement of the quality of the work being performed.

The acknowledgement of your own university is critical because it is a formal recognition of the Professional Development work being done and in some universities this is but a starting way of recognizing the work of staff.

I will address this certificate issue in the sessions of next week since they are an important incentive for the participants.

Of couse, this online course is a 'model' of the way you can organise courses in your setting. So, the aim of the participation of the teachers of each university is not only at the level of the content being addressed, but is also at the level of the model and instructional design being implemented.

Vriendelijke groeten, Kind regards,

dr. Martin Valcke

Ghent University
Department of Educational Studies
H. Dunantlaan 2 B9000 Gent
Belgium
Tel. +32 (0)9 264 8675/6251

http://www.onderwijskunde.ugent.be

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http://orcid.org/0000-0001-9544-4197

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De vakgroep Onderwijskunde is - in het kader van de aanpak van de COVD 19 pandemie - betrokken bij het grote Meditatieproject in Vlaamse lagere scholen "Wel in je vel". Bezoek

1 van 2 6/09/2022 10:51

Re: Monday training: focus on a certificate!

www.nanoemitch.com
https://www.facebook.com/groups/933929617138331

Op 5/02/2021 om 12:59 schreef Siniša Đurašević:

Dear Martin,

First of all, I hope you are well, and that you have successfully overcome the Corona crisis.

Regarding the training that starts on Monday, I managed to provide a dozen younger colleagues on behalf our three Belgrade faculties. Also, I hope that some of our seniors will be able to join the training. In that sense, I would like to ask you if it is possible to get some kind of certificate after the training completion, because I assume that could be a great motivation for younger colleagues.

Best regards

Sinisa

University of Belgrade - Faculty of Biology http://www.bio.bg.ac.rs

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Section 4. Webinar PPT used during three online webinars on March 8, 9, 10 2021



Webinar Ghent University February 8, 9 and 10, 2021

Introduction to the online professional development course "Educational Interaction and Communication"

Prof. Dr. Martin Valcke,

1

Structure of today's Webinar



- 1. Intro to an online course in the context of TECOMP
- 2. How to get access to the course environment
- 3. How to implement the course
- 4. Planning



Intro th the online TECOMP professional development course



- This course is a 'model' in view of learning about professional development approaches
 - · Self directed learning
 - · Task based course
 - · Scripted group interaction
 - · Focus on feedback and feedback
 - Strict timing

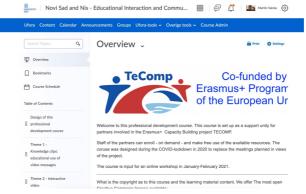


3

Intro th the online TECOMP professional development course



- Self directed learning
 - Teachers/staff work individually when tackling the themes and the related tasks

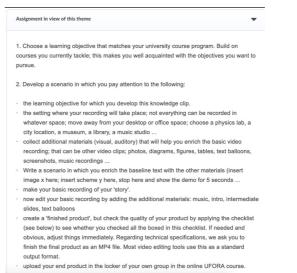




Intro the the online TECOMP professional development course



- Task based course
 - · For every theme
 - Linked to your setting
 - In line with your language/choices





5

Intro th the online TECOMP professional development course



- Scripted group interaction
 - Script is based on giving structured feedback
 - Teachers automatically enrolled in a group of 3 teachers
 - Teacher work individually and interact AFTER individual work

Group	s to work together on th	ne tasks 🗸
∠ Em	ail 📋 Delete Mo	ore Actions



Intro th the online TECOMP professional development course



- Focus on feedback (FB) and feed forward (FF)
 - Teacher A gives FB and FF to Teacher B
 - Teacher B gives FB on the FB received





Intro th the online TECOMP professional development course



- Strict timing
 - Two weeks
 - Week 1: developing a product
 - Week 2: (a) FB and FF and (b) FB on FB
 - Timing defined by your team and lead teacher

- Deadline for uploading your feedback to the feedback having received: ZZZ

Use the feedback form: Feedback poster ENb.docx

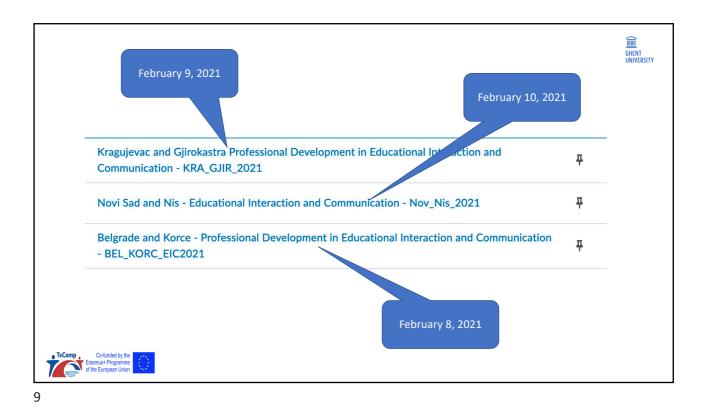
and save it as follows and upload in the system:

"Colleaguegivingfeedback"_"Colleaguegettingfeedback".doc

Don't forget to reuse the feedback form your received to add your feedback to the feedback. Change the name of the file:

"colleaguegivingfeedbacktofeedback" "colleaguewhogavefeedback".doc and to uplod it in the





Structure of today's Webinar

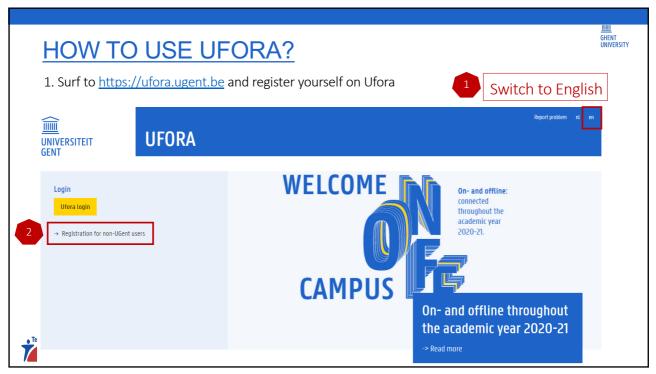
GHENT UNIVERSITY

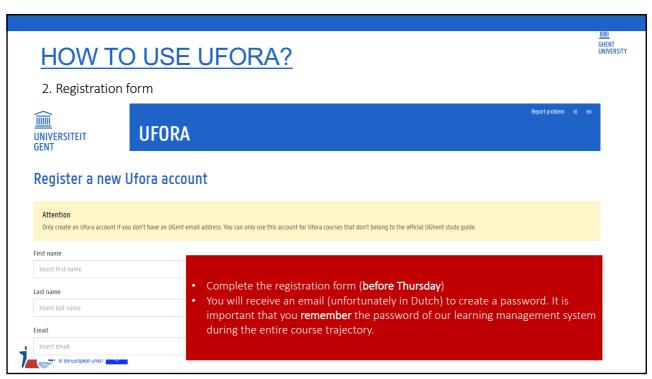


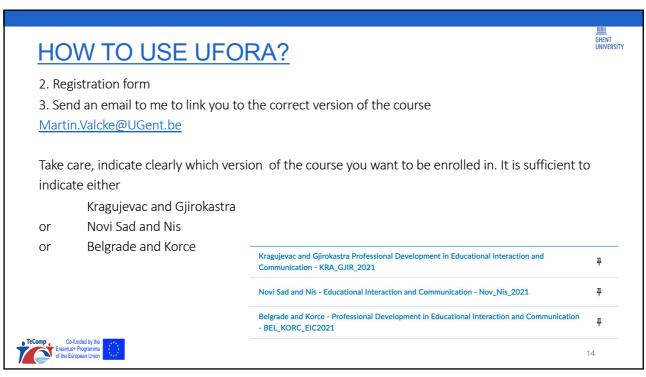
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- 2. How to get access to the course environment
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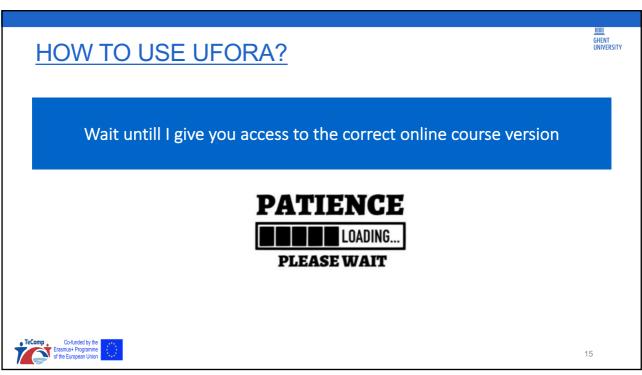


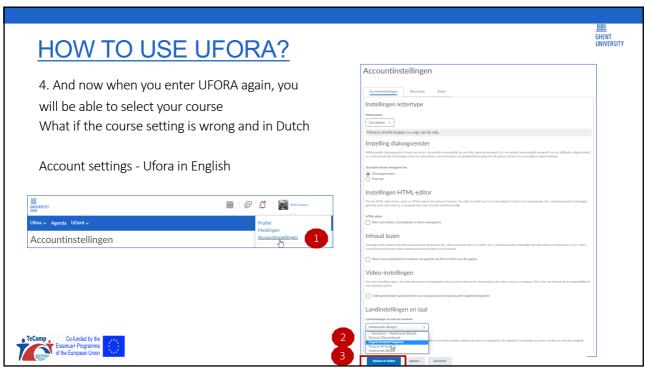


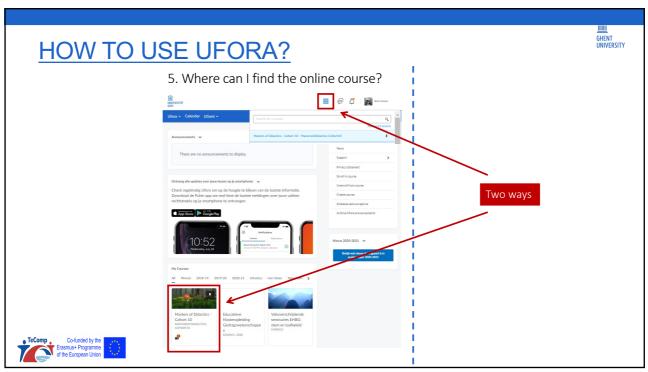


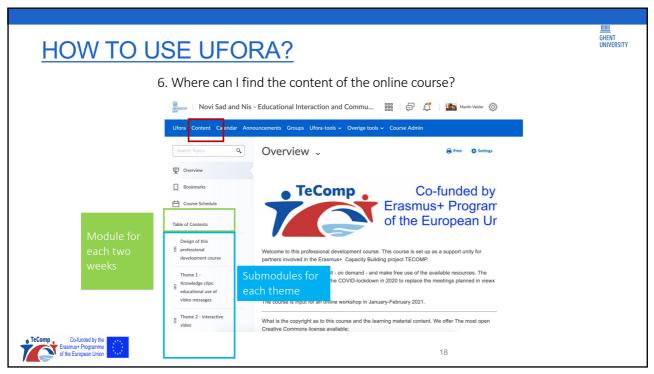


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Videoclip to help you



https://youtu.be/Zt0bmGIFHwU





19

Structure of today's Webinar



- 1. Intro to an online course in the context of TECOMP
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Implementation of the course



1. Your planning

Decision as to the starting date?

2. And your university

- 1. Your team (after registration and enrolment for the course
- 2. A "lead teacher" for each university
 - 1. Follow up team members
 - 2. Timing
 - 3. Sending mails in case of delays
 - 4. Basic feedback as to input of members



21

Implementation of the course



Final event AFTER the course

- 1. Group demo session of individual work
- Reflection on the 'model' Feedback cycle, group work
- 3. Reflection on next steps with such a course

Date final event?





Webinar Ghent University February 8, 9 and 10, 2021

Introduction to the online professional development course "Educational Interaction and Communication"

Prof. Dr. Martin Valcke,



Section 5. Welcome address Team Leaders for the TECOMP online professional development course

Onderwerp: Welcome address Team Leaders for the TECOM online professional development

course

Van: Martin Valcke <martin.valcke@ugent.be>

Datum: 10/02/2021 16:29

Aan: Sladjana Dimitrijević <sladjanadimitrijevickg@gmail.com>, Romeo Mano <rmano@uogj.edu.al>, Siniša Đurašević <sine@bio.bg.ac.rs>, "lekonomi@unkorce.edu.al" <lekonomi@unkorce.edu.al>, Jelena Ignjatovic <jekaignjatovic73@gmail.com>, Andreja

Tepavcevic <andreja@dmi.uns.ac.rs>

Dear Team Leaders,

With the exception of Andreja, all of you are now enrolled for the specific Professional development course.

Most university teachers responded swiftly to our request to enrol. But there are very unequal numbers. Thus far, nobody from Novi Sad has registered and is consequently not enrolled.

I have — weh enrolled — given you all the role of "course manager". This means that you are able to:

- make anouncements (in your own langauge)
- check all the groups (instead of only one group)
- check the group submissions
- edit sections in the course. When you click on a section, a text window will open that you can enlarge with the X option (right hand bottom corner)
- add participants

I invite you to explore the course with this role. Iff you want to see the course as it is seen by the "students", click on your name at the upper right hand corner and choose the option "View as Student". If you want to return to your manager view, click again on your name and choose the X option.

I am now adding the concrete planning of the course: starting in the week of February 15th.

In case you have questions, we can always set up a videoconference meeting.

__

Vriendelijke groeten, Kind regards,

dr. Martin Valcke

Ghent University
Department of Educational Studies

Belgium

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www.nanoemitch.com

https://www.facebook.com/groups/933929617138331

1 van 1 6/09/2022 11:05



Section 6. Instructions to put announcements in online course by team leaders

Onderwerp: PLEASE PUT AN ANNOUNCEMENT IN THE COURSE FOR YOUR UNIVERSITY

PARTICIPANTS: TECOMP online professional development course

Van: Martin Valcke <martin.valcke@ugent.be>

Datum: 12/02/2021 09:43

Aan: Sladjana Dimitrijević <sladjanadimitrijevickg@gmail.com>, Romeo Mano

<rmano@uogj.edu.al>, Siniša Đurašević <sine@bio.bg.ac.rs>, "lekonomi@unkorce.edu.al"

<lekonomi@unkorce.edu.al>, Jelena Ignjatovic <jekaignjatovic73@gmail.com>, Andreja

Tepavcevic <andreja@dmi.uns.ac.rs>

CC: Martin Valcke <martin.valcke@ugent.be>

Dear colleagues,

I contact you as team leaders for your university. One course manager has not registered yet for Ufora: Andreja Tepavcevic .

- 1. Please find attached the list of participants enrolled for each university. There is a critical situation as to the university of GJIROKASTRA, where now only the course manager has registered and has been enrolled.
- 2. Could you please put an announcement in your course? This is easy. You find the option "announcements" in the menu. Click on it and you can give a title to a new message, add text in the text box. Don't forget to push the "Publish" button.
- 3. Since we will start the course next week, I will add the planning for the different themes in the online course.
- 4. There is a suppoort website for the Ufora environment. You can consult the onloine manual via https://ufora.ugent.be/d2l/le/content/9061/viewContent/55426/View
- 5. There is an introductory clip about Ufora: https://ufora.ugent.be/d2l/le/content/9061/viewContent/57070/View

Vriendelijke groeten, Kind regards,

dr. Martin Valcke

Ghent University
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1 van 2 6/09/2022 11:05

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-Bijlagen:

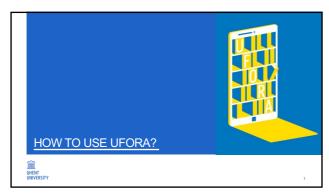
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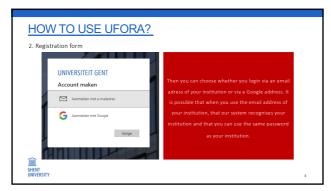


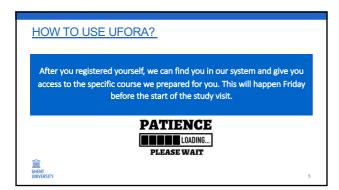
Section 7. Instructions sent to participants prior to the Nis Workshop

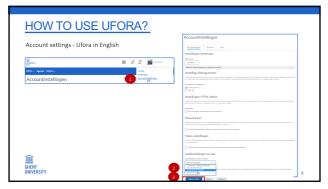


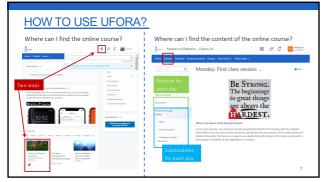














Section 8. Instructions to use Ufora – sent prior to participants

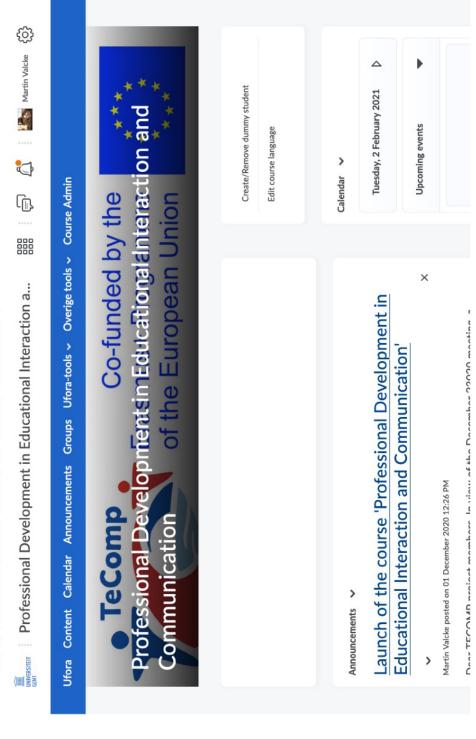
CONCLUSION

- To conclude
- 5 sections about PD, models and examples and experiences
- To continue ...
- Offer to involve partners in a concrete PD initiative "Educational Interaction and Communication"
- Webinar on February 8, 9 and 10





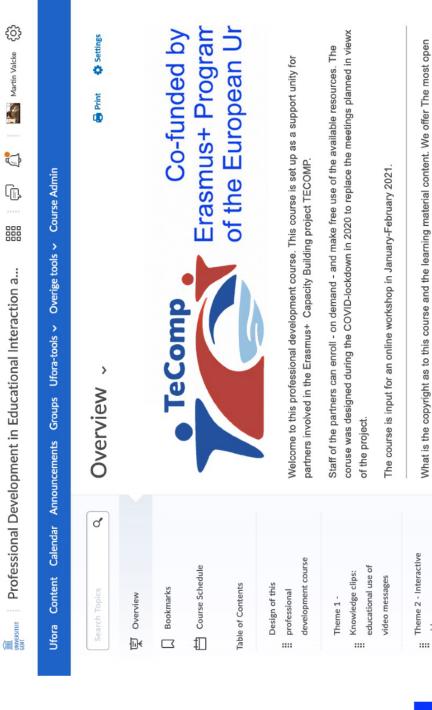
CONCLUSION







CONCLUSION







CONCLUSION

Theme 1
Knowledge clips:
educational use of
video messages

Theme 2 - Interactive

video

Theme 3 - Posters: a

forgotten learning
and communication
approach

Theme 4 - Discussion
:: and collaboration in higher education

Animations as an
iii interaction and
communication
strategy

Theme 5 -

Theme 6 - Asking questions





Co-funded by the Erasmus+ Programme of the European Union



Webinar Ghent University February 5, 2021

Models and experiences in relation to Professional development in Higher Education Dr. Britt Adams, dr. Laura Thomas Prof. Dr. Martin Valcke,



Section 9. List of participants for each university

List of participants Enrolment for the online course at six universities Status February 12, 2021

	10
andreja@dmi.uns.ac.rs	COURSE MANAGER
tatjana.andjelkovic@outlook.com	STUDENT
mirjana.brdar@uns.ac.rs	STUDENT
gc.dragana.dimitrijevic@filfak.ni.ac.rs	STUDENT
milica.dimitrijevic@filfak.ni.ac.rs	STUDENT
marija.djordjevic@filfak.ni.ac.rs	STUDENT
akapesic@pmf.ni.ac.rs	STUDENT
ivana.chem@outlook.com	STUDENT
davor.kumozec@dmi.uns.ac.rs	STUDENT
zorana@dmi.uns.ac.rs	STUDENT
davorkar@dmi.uns.ac.rs	STUDENT
goran.radojev@dmi.uns.ac.rs	STUDENT
jekaignjatovic73@gmail.com	COURSE MANAGER
tatjana.andjelkovic@outlook.com	STUDENT
gc.dragana.dimitrijevic@filfak.ni.ac.rs	STUDENT
dragana.jovanovic@filfak.ni.ac.rs	STUDENT
milica.dimitrijevic@filfak.ni.ac.rs	STUDENT
marija.djordjevic@filfak.ni.ac.rs	STUDENT
marija.jovanovic@filfak.ni.ac.rs	STUDENT
akapesic@pmf.ni.ac.rs	STUDENT
ivana.chem@outlook.com	STUDENT
jelena.matejic@pmf.edu.rs	STUDENT
danijelamilosevic1993@gmail.com	STUDENT
milan.milosevic@pmf.edu.rs	STUDENT
ljubisa.nesic66@gmail.com	STUDENT
lazar.radenkovic@pmf.edu.rs	STUDENT
ivana.stajner-papuga@dmi.uns.ac.rs	STUDENT
marko.stankovic1@pmf.edu.rs	STUDENT
marijajordanovic@hotmail.com	STUDENT
	tatjana.andjelkovic@outlook.com mirjana.brdar@uns.ac.rs gc.dragana.dimitrijevic@filfak.ni.ac.rs milica.dimitrijevic@filfak.ni.ac.rs marija.djordjevic@filfak.ni.ac.rs akapesic@pmf.ni.ac.rs ivana.chem@outlook.com davor.kumozec@dmi.uns.ac.rs zorana@dmi.uns.ac.rs davorkar@dmi.uns.ac.rs goran.radojev@dmi.uns.ac.rs jekaignjatovic73@gmail.com tatjana.andjelkovic@outlook.com gc.dragana.dimitrijevic@filfak.ni.ac.rs milica.dimitrijevic@filfak.ni.ac.rs marija.djordjevic@filfak.ni.ac.rs marija.jovanovic@filfak.ni.ac.rs marija.jovanovic@filfak.ni.ac.rs ivana.chem@outlook.com jelena.matejic@pmf.edu.rs danijelamilosevic1993@gmail.com milan.milosevic@pmf.edu.rs ljubisa.nesic66@gmail.com lazar.radenkovic@pmf.edu.rs ivana.stajner-papuga@dmi.uns.ac.rs marko.stankovic1@pmf.edu.rs

BELGRADE		
Dimić, Aleksandra	aleksandra.dimic@ff.bg.ac.rs	STUDENT
Djurasevic, Sinisa	sine@bio.bg.ac.rs	COURSE MANAGER
Dragic, Milorad	milorad.dragic@bio.bg.ac.rs	STUDENT
Jasnic, Nebojsa	jasnicn@bio.bg.ac.rs	STUDENT
Karan-Žnidaršič, Tamara	ktamara@bio.bg.ac.rs	STUDENT
Krstic, Ivan	ivan@ff.bg.ac.rs	STUDENT
Laketa, Danijela	danijela@bio.bg.ac.rs	STUDENT
Lazic, Irida	irida.lazic@ff.bg.ac.rs	STUDENT
Malivuk Gak, Dragana	dragana.malivuk-gak@pmf.unibl.org	STUDENT
Miletic, Katarina	katarinamiletic@ff.bg.ac.rs	STUDENT
Milojević, Milica	milicammilojevic@gmail.com	STUDENT
Mošić, Miloš	milos.mosic@ff.bg.ac.rs	STUDENT
Palla, Ilir	ilirpalla@yahoo.com	STUDENT
Predojevic, Dragana	d.predojevic@bio.bg.ac.rs	STUDENT
Radojicic, Nina	ninaradojicic@gmail.com	STUDENT
Rodic, Andjela	andjela.rodic@bio.bg.ac.rs	STUDENT
Ružičić, Aleksandra	a.ruzicic@bio.bg.ac.rs	STUDENT
Stojanovic Djurdjevic, Sana	sana@matf.bg.ac.rs	STUDENT
Tosic, Milica	milica.tosic@ff.bg.ac.rs	STUDENT
Vučetić, Branislava	b_misailovic@ff.bg.ac.rs	STUDENT
Zekic, Andrijana	andrijana@ff.bg.ac.rs	STUDENT
KORCE		
	blerinaceliku81@gmail.com	STUDENT
Çobani, Silvja	scobani@unkorce.edu.al	STUDENT
Dhimitri, Abela	abeladhimitri@outlook.com	STUDENT
Ekonomi, Lorenc	lekonomi@unkorce.edu.al	COURSE MANAGER
Kafazi, Denisa	dkafazi@unkorce.edu.al	STUDENT
Kinolli, Anastasia	a.kinolli123@gmail.com	STUDENT
Maksimovic, Biljana	biljana.radisa@ff.bg.ac.rs	STUDENT
Milo, Eljona	emilo@unkorce.edu.al	STUDENT

GJIROKASTRA		
Mano, Romeo	rmano@uogj.edu.al	COURSE MANAGER
KRAGUJEVAC		
Borovićanin, Bojana	bojanaborovicanin@gmail.com	STUDENT
Dabic, Marko	dabicmarkokv@gmail.com	STUDENT
Delibasic, Hristina	hristina.delibasic@pmf.kg.ac.rs	STUDENT
Dimitrijević, Jelena	dimitrijevicjelena1996@gmail.com	STUDENT
Dimitrijević, Slađana	sladjanadimitrijevickg@gmail.com	COURSE MANAGER
Djordjevic, Jelena	jelena.djordjevic@pmf.kg.ac.rs	STUDENT
Jovanović, Aleksandar	salesani@live.com	STUDENT
Kuzmanović, Ljubica	ljubica.kuzmanovic@pmf.kg.ac.rs	STUDENT
Milenković, Aleksandar	aca.milenkovic.aca@gmail.com	STUDENT
Milević, Ljubica	ljubicamilevic@yahoo.com	STUDENT
Milosavljevic, Aleksandra	aleksandra.milosavljevic@pmf.kg.ac.rs	STUDENT
Ostojic, Dragutin	dragutin.ostojic@pmf.kg.ac.rs	STUDENT
Petrovic, Nevena	nenap86@gmail.com	STUDENT
Radojevic, Ivana	ivana.radojevic@pmf.kg.ac.rs	STUDENT
Stevanović, Jasna	jasna.stevanovic@pmf.kg.ac.rs	STUDENT
Svičević, Marina	marina.svicevic@gmail.com	STUDENT
Trifunovic, Teodora	teodora.trifunovic@pmf.kg.ac.rs	STUDENT
Радуловић, Мирко	mirko.radulovic@pmf.kg.ac.rs	STUDENT



Section 10. Homepage - Novi Sad and Nis - Educational Interaction and Communication

Example of one of the university specific opening pages of the online course



Novi Sad and Nis - Educational Interaction and Com...











Ufora Content Calendar Announcements Groups Ufora tools Other tools Course Admin

Novi Sad and Nis - Educational Interaction and Communication

Announcements

The first task can been postponed



Jelena Ignjatovic posted on 18 February 2021 9:32 AM • 🐧 Edited

Dear friends,

after our request to postpone the start of the work assignment, Martin gave permissions to the local team leaders to set the starting date by themslves. Since there was a little delay with the organisation, I suggest to start the first task on **Monday**, **February 22nd** (before 24:00).

X

Deadline to upload your feedback and feed forward for one colleague: Thursday March 4th (before 24:00)

Deadline for uploading your feedback to the feedback having received: Sunday March 7th (before 24:00)

Therefore, the deadline for complition of the task should be Monday, March 8th at midnight.

Whoever believes that they can meet the original deadline may still attempt to do so.

Thanks in advance for your cooperation.

Kind regards,

Jelena



Start of theme 1 in your course on Monday February 15th 2021

Martin Valcke posted on 14 February 2021 5:37 PM

Dear colleagues of the university of Novi Sad and Nis,

Tomorrow, we start with the online course. We start with theme 1 about Knowledge clips.

Please check the planning. You have 1 week till February 22nd tyo finish the first part and next again a week to finish the second and third part.

All the best and kind regards,

dr. Martin Valcke

On behalf of your team leaders.

You can now enrol in a group of your university

X

Martin Valcke posted on 10 February 2021 1:52 PM

Dear colleagues,

Please, enrol in a group that brings together staff from your university. You can choose colleagues from the same knowledge domain or opt for a heterogeneous group. This is your choice.

You can do this by choosing the option 'Groups' from the above menu.

Kind regards,

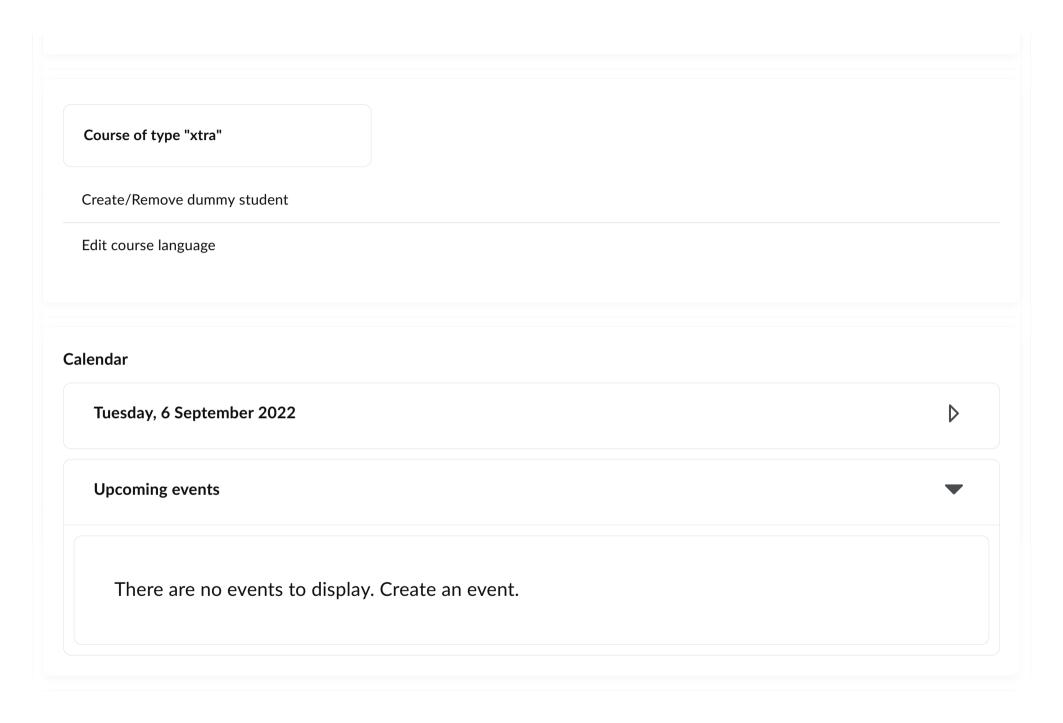
dr. M. Valcke

Show All Announcements

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9/6/22, 11:07 AM

Visual Table of Contents



Updates

There are no current updates for Novi Sad and Nis - Educational Interaction and Communication

Bookmarks

No bookmarks have been added.

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