

## Resources for Successful Digital T & L

### **A Beginner's Guide!**

**Teach Online:** <https://tl.hku.hk/teachonline/online-resources-for-teachers/>

**HKU E-Learning Quick Start Guide:**

[https://docs.google.com/presentation/d/e/2PACX-1vSLhzNNGycki08sJozULWw7q5secf7NUXo\\_qMNSe0Ob5Ig1RzwqWuUf7bNqTWboC8hDfXzDqlV9PBxV/pub?start=false&loop=false&delayms=3000#slide=id.p](https://docs.google.com/presentation/d/e/2PACX-1vSLhzNNGycki08sJozULWw7q5secf7NUXo_qMNSe0Ob5Ig1RzwqWuUf7bNqTWboC8hDfXzDqlV9PBxV/pub?start=false&loop=false&delayms=3000#slide=id.p)

**Common Core Teaching & Learning Support Page:**

<https://tl.hku.hk/staff/support-for-cc-teachers/>

**CC Tutor Web:** <https://ccohku.wixsite.com/cctutor>

### **CC Course Coordinator Peer Mentors**

Cecilia Chu: Landscape Architecture (Student Projects)	<a href="mailto:clchu@hku.hk">clchu@hku.hk</a>
Xiao Hu: Education (Digital Heritage)	<a href="mailto:xiaoxhu@hku.hk">xiaoxhu@hku.hk</a>
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Henry Lau: Industrial Engineering (VR/AR and Online Learning)	<a href="mailto:hyklau@hku.hk">hyklau@hku.hk</a>
Winnie Law: Sustainability (Gamification)	<a href="mailto:wwylaw@hku.hk">wwylaw@hku.hk</a>
Gina Marchetti: Film Studies (MOOCs)	<a href="mailto:marchett@hku.hk">marchett@hku.hk</a>
Mathew Pryor: Landscape Architecture (Socialization of Learning, Digital Tools)	<a href="mailto:matthew.pryor@hku.hk">matthew.pryor@hku.hk</a>
Evan Pickett: Science (Online Tutorials)	<a href="mailto:epickett@hku.hk">epickett@hku.hk</a>
Keith Richburg: Journalism (Graphic Novels, Gamification)	<a href="mailto:richburg@hku.hk">richburg@hku.hk</a>
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## **Online Course Design and Techno-Advice for Teaching**

**CC+TELI Point Person for Digital Teaching & Tool Tips** Wincy Chan: [wincy@hku.hk](mailto:wincy@hku.hk)

**CC +TELI Course and Learning Design:** Ellen Seto: [setoe1@hku.hk](mailto:setoe1@hku.hk)

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**CETL:** Lily Zeng: Technology-enhanced learning, student feedback: [zengll@hku.hk](mailto:zengll@hku.hk);  
Tracy Zou: T&L Resources: Effective Group Work: [tracyzou@hku.hk](mailto:tracyzou@hku.hk)

**Communication-Intensive-Courses** (teaching written, oral, visual, digital literacies, CIC badging): Michelle Raquel: [michelle.raquel@hku.hk](mailto:michelle.raquel@hku.hk)

**CAES Speaking Studio:** Heidy Wong: [heidywht@hku.hk](mailto:heidywht@hku.hk)

**CAES Writing Centre:** Sam Cole: [samcole@hku.hk](mailto:samcole@hku.hk)

**Digital Literacy Lab** (Videography + Storytelling): Patrick Desloges: [pdesloge@hku.hk](mailto:pdesloge@hku.hk)

**CC Student Digital and Peer Coaching Mentors:**

Transdisciplinary Undergraduate Research (RAII): Lily Leung: [lilylyy@hku.hk](mailto:lilylyy@hku.hk)

CC Recent Graduate University Internships (to support digital learning): **TBD**

CC-TELI Recent Graduate Digital Mentors: **TBD**

Student SDG Peer Mentors: *Critical Zones: Gender, Cities, and Well-Being*: **TBD**

**TDG: “Partnering with Students to design and enhance assessments in a digital world”** (PI Tracy Zou: CoIs: Gray Kochhar-Lindgren, Kevin Sites, Jessie Chow, Peter Cobb, Beatrice Chu, David Carless, Leon Lei)

## **University T & L Page Resources**

<https://tl.hku.hk/teachonline/>

**Technical questions:** WhatsApp 6437-8034 or contact ITS

<https://www.its.hku.hk/service-desk>

**WhatsApp Hotline:** TeLi will operate a WhatsApp hotline for e-learning queries. The number is 6437-8034. We aim to respond to all queries within 10 minutes during regular office hours. Please do not phone this number, as calls will not be answered. But please do send a text whenever you encounter any e-learning problems. This hotline will continue to function throughout Semester 1.

**Pedagogical issues:** CETL at <https://www.cetl.hku.hk/> or [cetlhku@hku.hk](mailto:cetlhku@hku.hk)

**Chi Wah Studios:** Many colleagues are keen to make use of the summer to prepare online teaching materials. For the months of July and August, we’re therefore opening five studios in Chi Wah Learning Commons for recording and editing course content. All

five rooms will be supported by experienced TeLi colleagues, and by summer interns recruited for their expertise. Teachers can book an initial one-hour consultation session at <https://appointment.teli.hku.hk/>. They can also arrange follow-up assistance if need be. When making your first booking, please provide a brief statement of the input you require. From September onwards, we'll retain two of the five Chi Wah studios.

**TechSmith Camtasia:** We've purchased a TechSmith Camtasia 2020 site license for all HKU staff and students. Camtasia is an easy-to-use, all-in-one screen recorder and video editor. It enables you to create teaching videos with screen recording functions, and allows for easy editing of recorded videos for upload to Moodle. The installation instructions and user guides are at <http://moodle-support.hku.hk/camtasia-site-license-staff-and-students>. We will retain our Camtasia license for at least the next three years.

**Existing studios:** All year round, we have bookable studios on the Centennial Campus and in the Main Library. They don't have the dedicated support provided for the Chi Wah studios over the summer months, but they're still an excellent resource for colleagues with some understanding of what they plan to do.

**TeLi Studios, Centennial Campus (CPD1.46, Jockey Club Tower)**  
<https://tips.teli.hku.hk/>

**Editing Rooms, 2/F Main Library**  
<https://libguides.lib.hku.hk/c.php?g=894602&p=6442213>

## **Digital Tools**

### **Chat / verbal communication**

Zoom

Skype

WhatsApp

WeChat

FB Messenger

[Adobe Connect](#)

Google Hangouts Meet

[MS Teams](#)

[Discord](#)

### **Common Documents (worked on collaboratively), Images, Collaboration, Whiteboards, & Brainstorming**

Google Docs / Sheets / Drive

[Conceptboard](#)

[Etherpad](#)

[Jamboard](#)

[VideoScribe](#)

[Padlet](#)

[Miro](#)

[Mural](#)

Slack

[Perusall](#)

### **Mind Mapping**

[Mind Meister](#)

[CMap Tools](#)

### **Work file sharing**

[Flipgrid](#)

Project Share

Google Drive

OneDrive

### **Voting / quizzes**

Mentimeter

[Kahoot!](#)

[Qualtrics](#)

[Poll Everywhere](#)

Survey Monkey

Google Forms

## **Presentation / Lecture Capture**

[Panopto](#)

Youtube

Vimeo

[Camtasia](#)

Prezi

## **Organisation**

Moodle

EdX

Google Classroom

[Coursera](#)

[Edmodo](#)

[Schoology](#)

[TEDEd](#)

[Articulate](#)

## **Peer Feedback**

[Videovox](#)

Google Docs

One Drive

[Peergrade](#)

[Flipgrid](#)

## **Student Feedback**

[Mid-course Evaluation](#)

[Evaluating Online Courses](#)

## **Others**

[Canvas](#)

Apple Keynote

[Genially](#)

[Evernote](#)

[Thinglink](#)

[Blinkist](#)

[Pigeonhole](#)