Food and Agriculture Organization of the United Nations

E-learning methodologies and good practices

SECOND EDITION

A guide for designing and delivering e-learning solutions from the FAO elearning Academy

FAO elearning ACADEMY

About the guide

Why this guide?
Share good practices (workflow and methodologies) to assist countries in creating their own courses

To whom?
- Trainers and capacity development managers
- Instructional designers
- All those interested in creating e-learning courses

Content
Consolidated learning theories as applied by FAO elearning Academy over more than 15 years

Second edition
Previous version published in 2011 (English), 2012 (French and Spanish)

Content

Part I

Introduction

Part II

Designing an e-learning programme

Part III

Creating interactive content

Part IV

Managing and facilitating learning activities

Part I
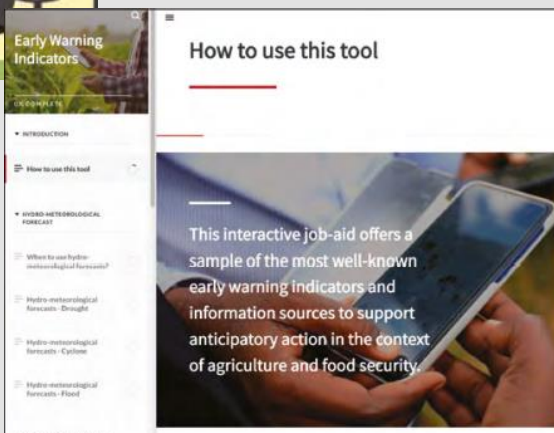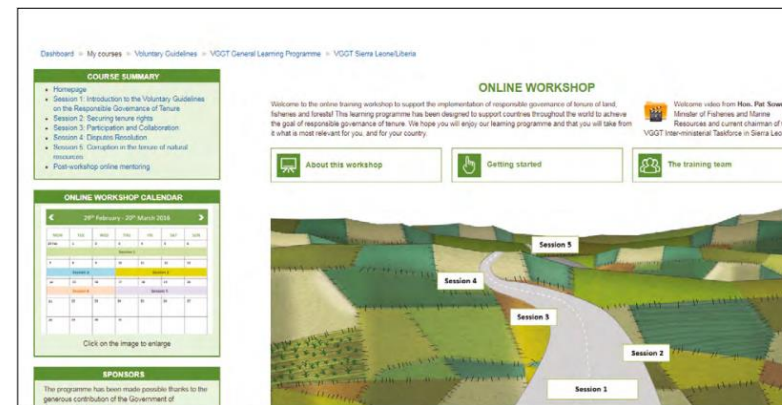**Introduction**

Types of content

Simple resource (video)
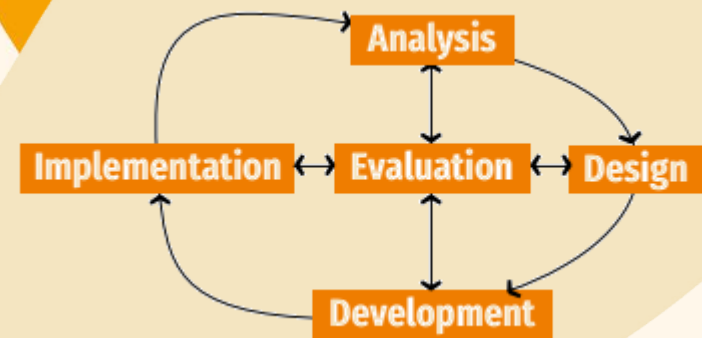
E-learning course

Job aid

Social interaction

Webinar

Online facilitated course

Massive Open Online Course (MOOC)

Blended learning

PRE-WORKSHOP PREPARATION — 1 week → ONLINE WORKSHOP — 2/3 weeks → BRIDGE PERIOD — 3 weeks → FACE-TO-FACE WORKSHOP — 2 weeks → E-MENTORING — 3 months
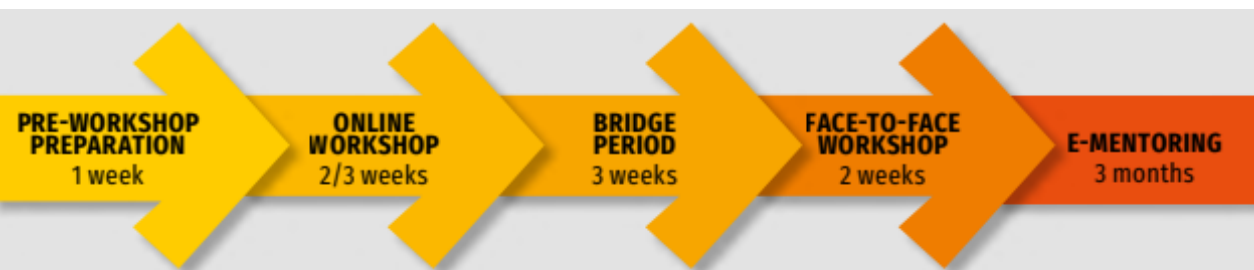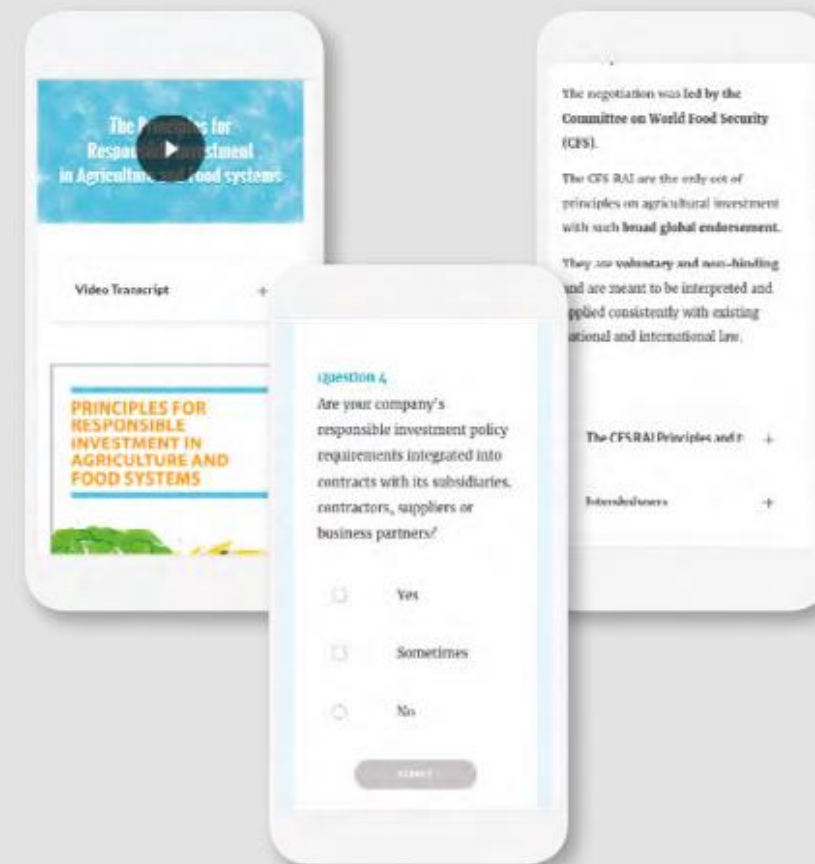
Case study: Safeguarding Land Tenure Rights in the context of Agricultural Investment

Mobile learning

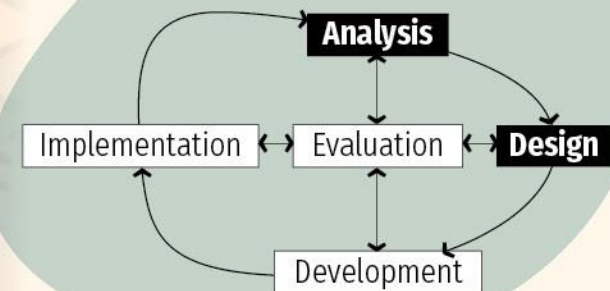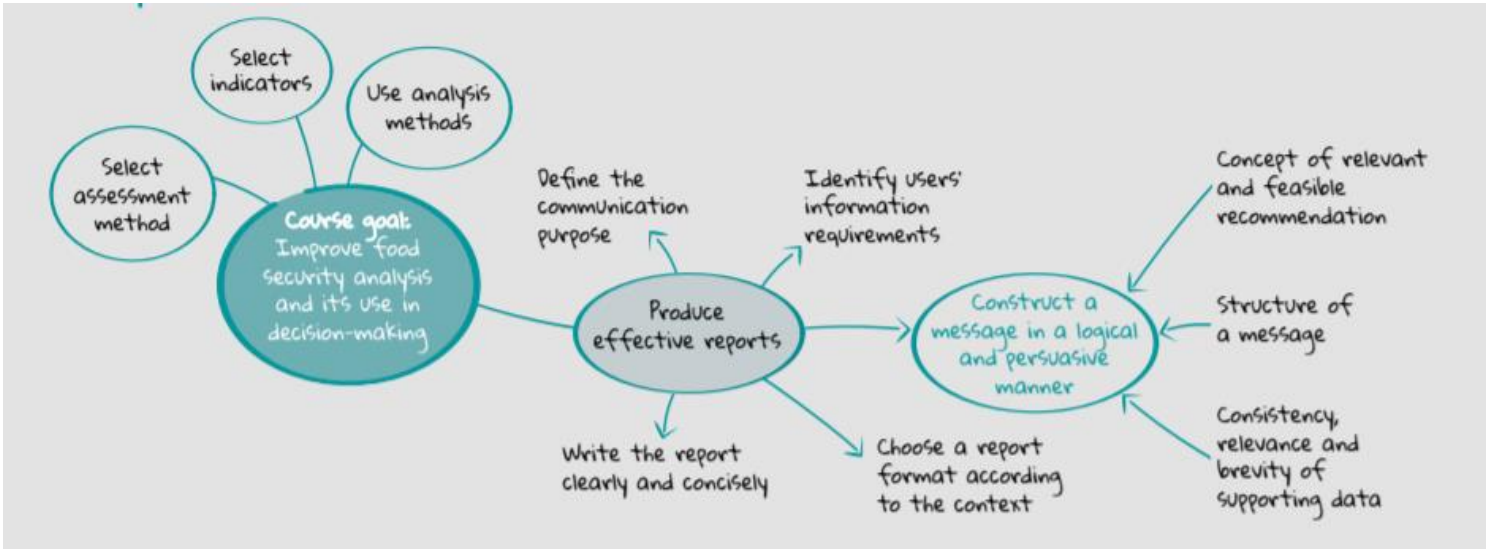**Example: A mobile responsive learning resource for private investors**

Part II
Designing an e-learning programme

Analysis

Implementation ← Evaluation ← Design

Development

Identifying content: Task analysis

Case study: Identifying content of a series of e-learning courses on SDG indicators

Defining delivery, instructional and evaluation methods

Case study: Structuring an e-learning curriculum on nutrition

Certifying competences with digital badges

Online visual representations of skills and competences earned through learning.

FAO elearning Academy

Introduction to Sustainable Development Goal indicators under FAO custodianship

Recipient details

Name	Dalene Goosen

Issuer details

Issuer name	Food and Agriculture Organization of the United Nations elearning Academy
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Badge details

|	
Name	Introduction to Sustainable Development Goal indicators under FAO custodianship
Competencies	Understanding of the role of FAO in monitoring the 2030 Agenda for Sustainable Development
Course	Introduction to Sustainable Development Goal indicators under FAO custodianship
Criteria	Passing the final performance evaluation with a score of 75% or more • The following activity has to be completed: ○ "Quiz - Introduction to Sustainable Development Goal indicators under FAO custodianship - Quiz (Pass grade: 75%)"

Badge validity

Date issued	Thursday, 4 February 2021, 1:25 PM
Evidence	This badge was issued for completing: • The following activity has to be completed: ○ "Quiz - Introduction to Sustainable Development Goal indicators under FAO custodianship - Quiz (Pass grade: 75%)"

Stackable
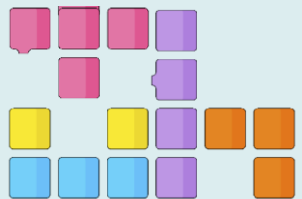
Sharable

Verifiable

Analysis

Implementation ←→ Evaluation ←→ Design

Development
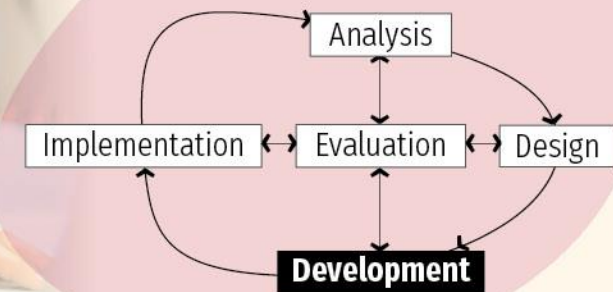
Instructional techniques to facilitate learning

- Examples
- Test
- Media (text, audio, video)
- Pedagogical agents
- Toolkit
- Demonstration-practice
- Storytelling
- Case-based scenarios
- Gamification
- Microlearning

Selecting authoring tools

EXAMPLE

Using video interviews as testimonials

This course uses video interviews to present testimonials by practitioners from different geographical areas, who are undertaking the same task that is presented in the course, i.e. reporting on an SDG indicator.

All interviewees answer the same two questions about challenges encountered and strategies adopted to overcome those challenges.

You can see this course at:
http

Challenges in compiling SDG Indicator 14.b.1
Let's ask some people around the world about challenges and ways to overcome them.

Click on each picture to hear the answers of our testimonials

Challenges in compiling SDG Indicator 14.b.1

What are the main challenges encountered in analyzing, compiling and reporting?

What have we done to overcome these challenges?

Click on the question to hear the answer

Editrudith Lukanga
Co-president
World Forum of Fish Harvesters and Fish Workers (WFF)
Founder of EMEDO
Tanzania

Tips for using video

→ Consider using videos to show anything that happens over time, like processes or procedures, or to show dialogue between people.

→ Avoid using video only to show a trainer speaking.

→ Video sequences should always be accompanied by comments, in either written text or audio narration. Include closed captions or a full transcript to increase video's accessibility.

→ In situations with limited bandwidth connections, a video sequence can be replaced by a sequence of pictures.

For each technique: what it is, when to use it, examples, tips.

Scenario-based courses

Part IV
Managing and facilitating learners' activities

Analysis

Implementation ← → Evaluation ← → Design

Development
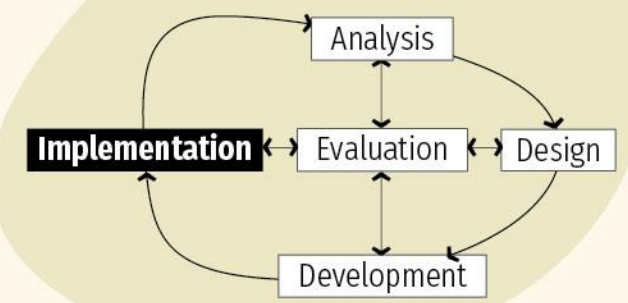
Online facilitated courses

Preparation and components:

Pre-course activities - Self-study - Individual assignments - Collaborative work – Discussions – Assessments – Feedback and conclusion

EXAMPLE

Pre-course activities in an online facilitated course on gender and land tenure

A few days before the course starts, a pre-course session provides access to introductory materials, support – including for connectivity issues – a forum for participants to get to know each other, and audio welcome messages.
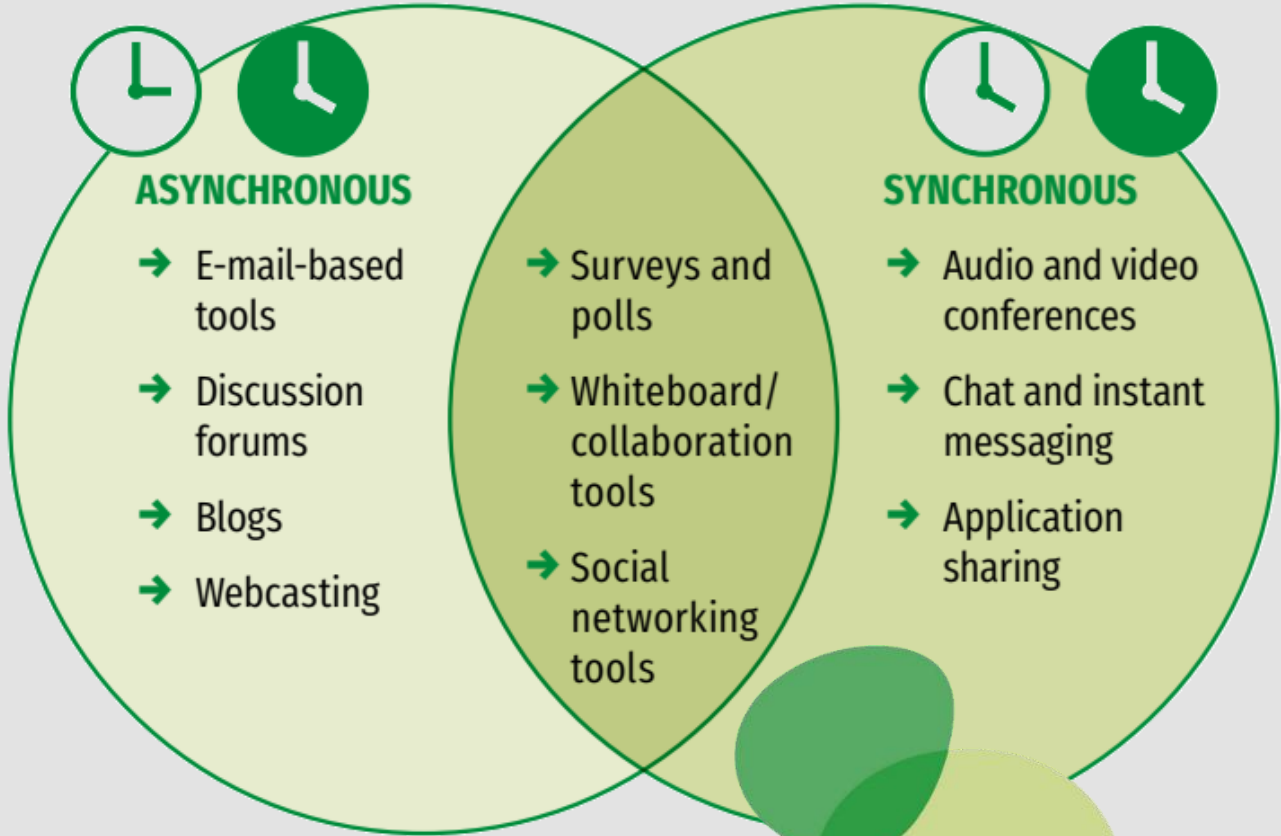
Let's start

From 13th to the 14th of January 2020

Introduce yourself to the group
Let's get to know each other!

Welcome audios of your trainer and facilitator

Download the online workshop syllabus for details

Lesson: Introduction to the Voluntary Guidelines on Responsible Governance of Tenure (10')
This lesson provides an overview of the "Voluntary Guidelines on the Responsible Governance of Tenure of Land, Fisheries and Forests in the Context of National Food Security".

Video: Introduction to the Voluntary Guidelines on Responsible Governance of Tenure
Click here is an introductory video about the Voluntary Guidelines.
The Voluntary Guidelines on the Responsible Governance of Tenure of Land, Fisheries and Forests in the Context of National Food Security
Click here to download the complete version of the Voluntary Guidelines on the Responsible Governance of Tenure.

Downloadable version: if you have connectivity issues, click here to download the lesson

Communication and collaboration tools

How they can be used for e-learning.

ASYNCHRONOUS
→ E-mail-based tools
→ Discussion forums
→ Blogs
→ Webcasting

→ Surveys and polls
→ Whiteboard/ collaboration tools
→ Social networking tools

SYNCHRONOUS
→ Audio and video conferences
→ Chat and instant messaging
→ Application sharing

Case study: FAO online training-of-trainers

Example: MOOC on Farm Data Management, Sharing and Services for Agriculture Development

Learning platforms

- Focus on open-source solutions
- Solutions for limited connectivity

Aknowledgements

Jasmina Tisovic authored Chapters 8 and 10 on Authoring tools and Learning platforms.

Chiara Nicodemi authored the Case studies: FAO blended learning programme and FAO online training-of-trainers.

Dalene Goosen authored Section 5.4: Certifying competences with digital badges.

Sara Ferrante, Ilkay Holt, Mariangela Pisani, Fabio Picinich and **Giulia Ramadan** provided examples and checklists on MOOCs and webinars.

Examples are based primarily on the work of the **FAO elearning Academy Team**.

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