TEN TIPS

OLT Office of Learning & Teaching
An Educational Development Team initiative

Facilitating ISL (Interactive System-wide Learning)

1. **Know the technology**
   Take the time to learn the ISL and practice using it before using it with students. Switch modes regularly (speaker head, powerpoint, document camera). The Information Technology Division (ITD) can help with training and support. Also know who to call if you encounter a problem. When you have built up confidence, you might like to use other media such as YouTube, but practice with it to see how it transmits across the network.

2. **Use simple visuals**
   If you need to use visual aids or diagrams, keep them simple. No flashy animation. Clear and concise will work best. Speak to your audience and not the visuals. The visuals should enhance your spoken communication.

3. **Dress appropriately**
   Try to wear neutral, solid colours and avoid white which can overload the contrast. Also avoid checks, stripes and busy patterns, which may distort and create distracting interference.

4. **Remember your body language**
   Look at the camera when you speak and don't only focus on the students at your site. Avoid rapid or repetitious movements which can look jerky. Try to stay in shot and remember to smile.

5. **Be prepared**
   In advance of your ISL, prepare questions and/or tasks for each site. Create smaller groups if necessary. It is important that you regularly engage with other sites to ensure that they feel part of the lesson. When seeking feedback, ask off-sites first.

6. **Be enthusiastic and lively**
   Be animated without over doing it. Students often relate to stories, analogies and even suitable jokes. Speak in your normal volume, however, use different pitch and rhythm in your voice to emphasize and strengthen your message.

7. **Use groups**
   In advance, create both small and large size groups for your ISL. Provide students with a 'to do' guide to group work based on your expectations of the students and what you want to achieve. Arrange for someone on each site to assist with facilitation, or assign different group roles and allow students to take it in turns to facilitate a session. When you commence group work, don't forget to mute microphones.

8. **Allow sufficient time**
   Allow sufficient time for discussion and debate across all your ISL sites. Encourage students to talk in pairs or small groups before providing feedback to you.

9. **Consider recording your ISL**
   Consider recording your ISL as part of a multimodal strategy. Provide powerpoint slides in advance so that students can take notes related to your presentation. Always add a reference list. A recorded ISL caters for different learning styles as well as provides the opportunity for students to review the recording at their point of need.

10. **Be self aware**
    Using ISL can highlight your teaching weaknesses. Be confident, honest and use some of the above tips. Above all, practice, practice, practice.

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