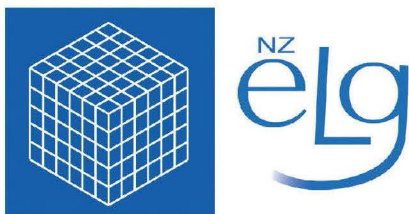# eLearning guidelines

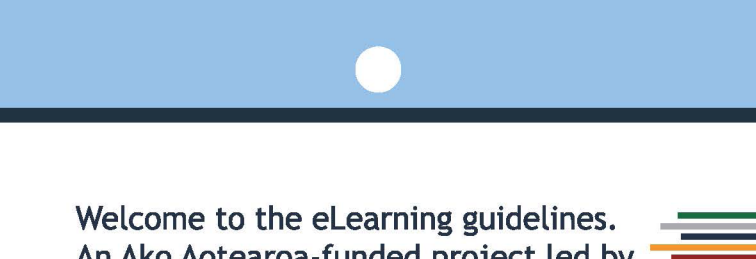*Prompts for good practice*

LAUNCH 2014

a brief look back…

The original project launched in 2005. The New Zealand eLearning Guidelines (NZ eLg) development and implementation was funded by the Tertiary Education Commission and the Ministry of Education as part of the drive to improve the tertiary sector's capability to deliver eLearning. The NZ eLgs generated 21 implementation projects.

the future…

Refreshed in 2014, the eLearning guidelines (eLg) will continue to support the design, implementation and enhancement of eLearning through prompts for good practice for the tertiary sector.

Welcome to the eLearning guidelines.
An Ako Aotearoa-funded project led by New Zealand Tertiary College developed as a guide to designing, implementing and enhancing eLearning for the tertiary sector.

The eLearning guidelines have been developed to support the tertiary sector in its engagement with eLearning. The guidelines are intended to offer thoughtful prompts for organisations when considering technology-supported teaching and learning. This new release of the eLearning guidelines is founded on the first release of the guidelines in 2005.

The eLearning guidelines can be found at

www.elg.ac.nz

The eLearning guidelines consider five perspectives – the learner, the teacher, the manager, the organisational leader and the quality assurance body – and in doing so, seek to support each of these unique roles within our tertiary sector. Each perspective in turn addresses elements of designing, implementing and enhancing eLearning through the posing of reflective prompts to support informed and thoughtful decision making.

Relevant resources supporting each of the perspectives are included for further reading and research. We include these to assist the tertiary sector to leverage the opportunities that eTeaching and eLearning offer.

The guidelines were designed to help organisations improve their eLearning practice. They provide practical information and direction on eLearning.

The eLearning guidelines are in no way complete and in fact are launched as a living, evolving resource. They have been reconsidered and redeveloped from their historical launch in 2005 and updated with the support and expertise of the Tertiary eLearning Reference Group (TeLRG), Ako Aotearoa – National Centre for Tertiary Teaching Excellence, the New Zealand Ministry of Education (MoE) and the eLg Reference Group.

As eLearning and eTeaching evolve each day, the eLearning guidelines are offered as a work in progress to be continually nurtured, reconsidered and added to, as our community guides and supports them.

We look forward to you joining the eLearning guidelines journey.

5 PERSPECTIVES

Learner ●
Teacher ●
Manager ●
Organisational leader ●
Quality assurance body ●

3 KEY AREAS

Designing
Implementing
Enhancing

eLearning guidelines
LEARNER *perspective*

The learner perspective asks you to examine your practice and delivery from the point of view of your learners. It includes the expectations, requirements and participation of learners in the process.

The perspective addresses 3 key areas

Designing: the planning, design and preparation of eLearning and assessment materials for delivery to a set of learners. It considers collaborative design, teaching, learner skills, needs and support.

Implementing: the supporting of effective delivery of eTeaching and eLearning. It considers teaching, collaboration, professional development and technical aspects.

Enhancing: the forward planning for ongoing improvement and sustainability of eLearning. It considers ongoing professional development and the gathering and use of evidence for continued improvement and effectiveness.

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guidelines

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features for the
LEARNER *perspective*

- Simple tab navigation to view key areas
- Learner perspective guideline PDF
- Learner perspective workbook
- Learner perspective resources

for more information visit
www.elg.ac.nz/the-guidelines/learner-perspective

TEACHER *perspective*

The teacher perspective asks you to consider your practice from the educator's point of view. It includes the development of teachers for eLearning, their different roles in the process and the evaluation of practice.
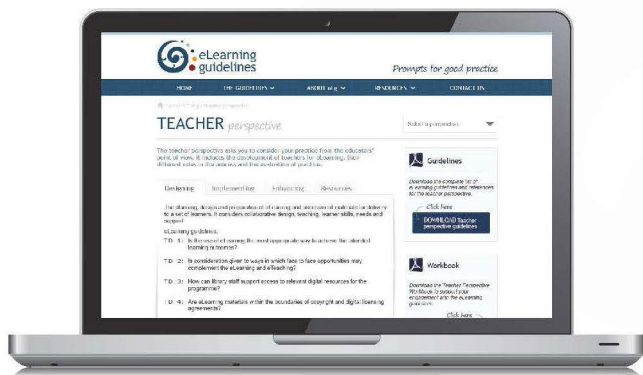
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eLearning guidelines
MANAGER *perspective*

The manager perspective asks you to consider the support for the process provided by those in management positions. It includes the policies and procedures which underpin eLearning provision.
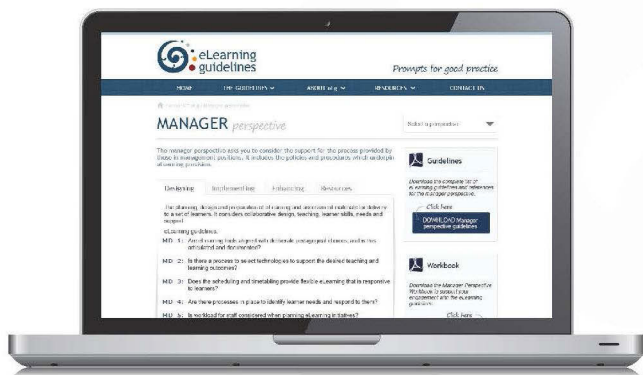
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eLearning guidelines

ORGANISATIONAL LEADER *perspective*

The organisational leader perspective asks you to consider the vision for eLearning and also includes the strategic planning and financial aspects of eLearning provision.

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for more information visit
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eLearning guidelines for
QUALITY ASSURANCE
BODY *perspective*

The quality assurance body perspective asks you to examine your practice from the point of view of accrediting bodies. It includes underlying principles, policies and processes in relation to the vision.

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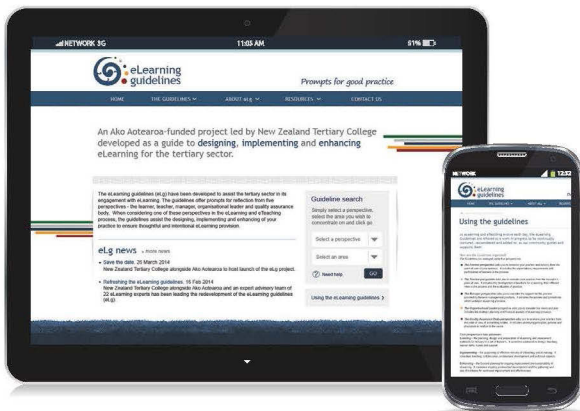
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features of the new
eLearning guidelines
website

- Simple navigation
- Perspective views
- Workbooks
- Case studies

- Guideline search
- Guideline PDFs
- Resources

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