

Successful Solutions for Collaborative Learning in Online, Hybrid, and Traditional Courses

Peggy Cohen and Keeta Holmes
Center for Teaching and Learning - University of Missouri – St. Louis
Missouri Teaching Symposium
21 June 2013

Objectives

- Promote student success in group projects
- Consider how learning-centered practices include group learning
- Identify strategies to focus successfully on collaboration
- Showcase examples of successful technology applications in courses

Assumptions

- Focus on Content *and* Process
 - Objectives for both
 - Scoring guides for both
- Build groups and tasks incrementally
- Monitoring and offering feedback is essential

Five Rules of Thumb

1. Ensure clarity throughout project
2. Set up workspaces for groups
3. Structure with interim deadlines
4. Check in often
5. Offer feedback often on content and process
 - Instructor feedback
 - Peer feedback

Links to Technology Tools Presented:

- Trello (project management tool): <http://www.trello.com>
- Voicethread (Voice discussion tool): <http://voicethread.com>
- Wikis – we demonstrated Blackboard's Campus Pack, but there are many free wiki tools
- Microsoft Skydrive – <http://skydrive.com>
- Google Apps – <http://docs.google.com>
- Qualtrics – <http://www.qualtrics.com>

References and Resources

UMSL Center for Teaching and Learning
<http://www.umsl.edu/ctl>

- O'Brien, J., Millis, B.J. & Cohen, M.W. (2008). **The course syllabus: A learning-centered approach.** (2nd Ed.). San Francisco: Jossey-Bass.
- Weimer, Maryellen. (2002) **Learner-Centered Teaching.** San Francisco: Jossey-Bass

Form for a Self-Evaluation

Your Name: _____

Instructions: Evaluate your work in the group using the criteria below. Rate each criterion from 1 to 3, with 3 being the highest. The highest possible score is 15. Be fair and honest.

Criterion	Rating
Attended group meetings regularly and promptly.	
Contributed to the overall group project.	
Accepted a fair share of responsibility for the project.	
Completed assigned tasks on time.	
Accepted responsibility for and observed ground rules.	
What percentage of the work did you complete? _____%	Total

Describe your most significant contribution to the project.
Other comments to justify your ratings:

Form for Evaluating Members' Group Participation

Instructions: Evaluate each person in the group using the criteria below. Insert each person's name and rate him/her from 1 to 3 on each criterion. 1 is low. 3 is high. The highest possible score is 15. Be fair and honest.

Criterion	Name 1	Name 2	Name 3
Attended group meetings regularly and promptly.			
Contributed to the overall group project.			
Accepted a fair share of responsibility for the project.			
Completed assigned tasks on time.			
Accepted responsibility for and observed ground rules.			
Total your rating for each person:			
What percentage of the work did this person complete?	%	%	%
Describe each person's most significant contribution to the project. Name 1: Name 2: Name 3:			
Other Comments:			

Collaborative Groups: Roles and Skills

Task/goals _____ Meeting time/date _____

Role	Team member's name				
Project manager					
Recorder/note taker					
Conflict manager					
Skeptic and timekeeper					
Assessor					
Team members' names/ Team Process Skills					
prompt and present					
participated/presented ideas					
eye contact and listening skills					
used nonjudgmental language					
checked for common understanding					
worked to consensus					
used role responsibilities					

Comments on process at this meeting:
Members' signatures acknowledge meeting goals and outcomes.