

**Participant number:** \_\_\_\_\_

## Information Sheet

You are invited to take part in a research study aiming at reviewing teaching staff's engagement with educational technologies on an undergraduate language programme. The research focuses on three main educational tools: interactive whiteboards (IWB), virtual learning environments (VLE) and social media (SM).

### Who will conduct the research?

*Mr Benoît Guilbaud*

Manchester Metropolitan University, Department of Languages, Mabel Tylecote building, Cavendish st, M15 6GB.

### Title of research

A review of staff engagement with digital technologies on an undergraduate language programme.

### What will the research consist of?

Stage 1 [all participants]: If you decide to take part in the research, you will be asked to fill in a questionnaire. It should take about 10 minutes of your time.

Stage 2 [voluntary]: You may choose to volunteer for the second stage of the research, which consists of one 10-minute interview during which you may be invited to elaborate on some of the answers provided in stage 1.

### Will the outcomes of the research be published?

The outcomes of the research will be presented publicly at the *Language Futures: Languages in Higher Education Conference* in Edinburgh, 5-6 July 2012, and may be published.

All data will be made entirely anonymous. No names or other potentially identifying elements will appear in the final report. All information provided will be treated with the strictest confidentiality and will not be used for any other purpose than the intended research output.

### Contact for further details

If you would like to discuss the study in greater depth or would like to ask for further details, please email me: [b.guilbaud@mmu.ac.uk](mailto:b.guilbaud@mmu.ac.uk)

## CONSENT FORM - Participant questionnaire

*If you are happy to participate, please complete and sign the consent form below.*

I confirm that I have read the above information on the study and have had the opportunity to consider the information and ask questions and had these answered satisfactorily.

I understand that my participation in the study is voluntary and that I am free to withdraw at any time without giving a reason.

I understand that I will not be paid for taking part in the study.

I agree to the use of anonymous quotes.

*I agree to take part in the above project.*

**Name of participant:**

**Date:**

**Signature:**

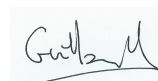
**Name of researcher:**

**Date:**

**Signature:**

Benoît Guilbaud

01/06/2012



## Section 1 – Interactive whiteboards (IWB)

*NB: For the purpose of this study, only activities involving the use of the wireless ActivPen to interact with the touchscreen of the IWB are taken into consideration.*

*Using a computer and data projector to display or edit information without the use of the wireless ActivPen does not qualify as using an IWB.*

*To what extent do you agree with the following statements? Please tick one box per line.*

### 1. Awareness

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
1.1	I consider myself familiar with the capabilities of IWB	17%	50%	10%	20%	3%
1.2	I am aware of some of the basic functions of IWB	33%	50%	10%	3%	3%
1.3	I am aware of some advanced functions of IWB	10%	23%	30%	30%	7%
1.4	I consider myself an advanced IWB user	10%	7%	20%	57%	2%

### 2. Training

#	Statement	Yes	No	I can't remember
2.1	I have attended IWB training provided by my institution	43%	50%	7%

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
2.2	IWB training provided by my institution was sufficient for my needs	27%	13%	13%	10%	37%
2.3	Complementary IWB training should be offered	37%	40%	10%	3%	10%
2.4	The times and dates of IWB training were convenient	17%	20%	3%	13%	47%
2.5	I was interested in attending IWB training	50%	17%	23%	7%	3%

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
2.6	I had sufficient time available in my schedule to attend IWB training	20%	27%	17%	20%	17%
2.7	I would attend future IWB training, time and dates permitting	40%	37%	7%	10%	7%

### 3. Use

#	Statement	Several times per week	Once a week	Two or three times per term	Two or three times per year	Once a year or less	Never
3.1	I use an IWB on average ...	13%	13%	13%	10%	13%	37%

#	Statements	Yes	I chose not to	I don't know how to
3.2	I have used an IWB for <u>writing on the board</u> (i.e. not typing)	53%	27%	20%
3.3	I have used an IWB for <u>drawing</u>	30%	40%	47%
3.4	I have used an IWB for <u>using interactive visual items</u> (e.g. hide and reveal images or text, sorting or pairing exercises)	23%	30%	47%
3.5	I have used an IWB for <u>annotating desktop, text documents, videos and images</u>	13%	33%	27%
3.6	I have used an IWB for <u>engaging students</u> (i.e. students using IWB to perform any of the above)	40%	33%	27%
3.7	I have used an IWB for (please specify):	10%	3%	N/A
				87%

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
3.8	I feel encouraged by my institution to use IWB	10%	13%	33%	30%	13%
3.9	I feel pressured by my institution to use IWB	0%	7%	37%	47%	10%
3.10	I have sufficient time available to <u>prepare</u> classes that involve using an IWB	3%	27%	37%	33%	0%
3.11	I have sufficient time available <u>in class</u> to use an IWB	13%	37%	30%	13%	3%
3.12	Using an IWB saves (or could save) me time in class	13%	13%	27%	3%	43%
3.13	IWB are usually available in the rooms where I teach	10%	27%	33%	27%	3%
3.14	If IWB were more widely available in classrooms, I would use them more	23%	10%	33%	10%	23%
3.15	I feel confident with the idea of using an IWB	13%	40%	23%	20%	3%
3.16	I am able to use an IWB	20%	43%	20%	13%	3%

#### 4. Other considerations

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
4.1	IWB can be useful to my students' learning	13%	43%	13%	0%	30%
4.2	IWB can be a driving force for me to be innovative in my practice	3%	43%	30%	10%	13%
4.3	IWB are designed to attract attention and publicity rather than enhance learning	7%	20%	40%	13%	20%
4.4	IWB are another way to do the same things as before	10%	47%	30%	0%	13%
4.5	IWB are a good use of institutional resources	10%	47%	17%	7%	20%
4.6	IWB can increase students' motivation	3%	53%	10%	3%	30%

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
4.7	Language teaching is a subject which lends itself well to using IWB	17%	60%	7%	0%	17%
4.8	Area Studies (Italian studies, Spanish studies, etc.) are subjects which lend themselves well to using IWB	13%	47%	17%	0%	23%
4.9	The use of IWB needs to be developed in our department	33%	40%	17%	3%	7%
4.10	IWB are (or could be) a useful addition to my teaching practice	30%	53%	7%	0%	10%

## Section 2 – Virtual Learning Environments (VLE)

***NB:** This section is concerned with the use of your institutional VLE (Moodle, Blackboard, etc.). Please answer the questions in relation to your experience at the institution where you are currently employed.*

*To what extent do you agree with the following statements? Please tick one box per line.*

### 1. Awareness

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
1.1	I consider myself familiar with the capabilities of VLE	50%	50%	0%	0%	0%
1.2	I am aware of some of the basic functions of VLE	77%	23%	0%	0%	0%
1.3	I am aware of some advanced functions of VLE	43%	47%	7%	0%	3%
1.4	I consider myself an advanced VLE user	20%	50%	23%	7%	0%

### 2. Training

#	Statement	Yes	No	I can't remember
2.1	I have attended VLE training provided by my institution	93%	3%	3%

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
2.2	VLE training provided by my institution was sufficient for my needs	37%	47%	7%	3%	7%
2.3	Complementary VLE training should be offered	47%	43%	10%	0%	3%
2.4	The times and dates of VLE training were convenient	27%	47%	17%	7%	3%
2.5	I was interested in attending VLE training	60%	23%	13%	3%	0%
2.6	I had sufficient time available in my schedule to attend VLE training	20%	40%	27%	13%	0%
2.7	I would attend future VLE training, time and dates permitting	53%	30%	10%	3%	3%

### 3. Content

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
3.1	Using VLE for storing content (lecture notes, slides, references) benefits students' learning	80%	13%	3%	3%	0%
3.2	Large amounts of content on VLE might discourage attendance	20%	37%	20%	13%	10%
3.3	Content on VLE should be a satisfactory replacement for missed classes	13%	23%	43%	20%	0%
3.4	Uploading content on VLE takes a lot of my time	23%	37%	33%	7%	0%
3.5	Uploading content on VLE saves me time	3%	23%	33%	37%	3%
3.6	VLE are an easy and convenient way to upload, store and share content	13%	67%	13%	7%	0%

#### 4. Communication

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
4.1	VLE are an efficient way of communicating with students	43%	53%	3%	0%	0%
4.2	VLE are a suitable tool for tutor --> student communication	27%	57%	10%	7%	0%
4.3	VLE are a suitable tool for student --> tutor communication	10%	23%	43%	23%	0%
4.4	VLE are a suitable tool for student <--> student communication	7%	33%	33%	7%	20%
4.5	It is important that VLE are compartmented (i.e. each student / staff can only access to their own units)	20%	50%	17%	7%	7%
4.6	Content posted on individual units on the VLE should be accessible to <i>all</i> students in the university	7%	13%	47%	33%	0%
4.7	Work taking place on VLE should be publicly accessible on the web	3%	7%	37%	43%	10%

#### 5. Use

#	Statement	Once per week (or more)	Every two weeks	Two or three times per term	Once a term or less	Never
5.1	I use a VLE to <i>communicate</i> with my students (i.e. using announcements or forums) on average ...	43%	27%	27%	3%	0%

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
5.2	I have a good awareness of the institutional requirements in terms of use of VLE	27%	47%	20%	3%	3%

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
5.3	I think the institutional requirements in terms of use of VLE are reasonable	13%	50%	17%	3%	17%
5.4	I think the institutional requirements in terms of use of VLE are too much	7%	7%	47%	20%	20%
5.5	I think the institutional requirements in terms of use of VLE aren't sufficient	3%	10%	40%	13%	33%
5.6	I feel supported by my institution to use VLE	10%	57%	33%	0%	0%
5.7	I feel pressured by my institution to use VLE	17%	37%	37%	3%	7%

## 6. Other considerations

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
6.1	VLE can be useful to my students' learning	67%	33%	0%	0%	0%
6.2	VLE can be a driving force for me to be innovative in my practice	30%	40%	23%	3%	3%
6.3	VLE are designed to attract attention and publicity rather than enhance learning	0%	17%	40%	37%	7%
6.4	VLE are another way to do the same things as before	0%	37%	40%	20%	3%
6.5	VLE are a good use of institutional resources	30%	53%	7%	3%	7%
6.6	VLE can increase students' motivation	20%	50%	17%	3%	10%



#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
6.7	Language teaching is a subject which lends itself well to using VLE	30%	47%	10%	3%	10%
6.8	Area Studies (Italian studies, Spanish studies) are subjects which lend themselves well to using VLE	37%	33%	10%	0%	20%
6.9	The use of VLE needs to be developed in our department	40%	40%	13%	3%	3%
6.10	VLE are a useful addition to my teaching practice	40%	53%	3%	3%	0%

### Section 3 – Social Media (SM)

***NB:** For the purpose of this study, Social Media (SM) is defined as public online collaborative spaces and may refer to platforms such as:*

*Facebook, Twitter, Youtube (for content creation and curation, not access only), GoogleDocs, creation and edition of public wikis (i.e. not inside a VLE), social platforms such as MMU's Ning student portal, public discussion forums (i.e. not inside a VLE, e.g. WordReference.com), SlideShare, Flickr, etc.*

*All work carried out within a VLE does not qualify as using SM.*

*To what extent do you agree with the following statements? Please tick one box per line.*

#### 1. Awareness

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
1.1	I am familiar with the idea of using SM for teaching and learning	27%	23%	20%	30%	0%
1.2	I am aware of some of the basic uses of SM for teaching and learning	30%	27%	17%	27%	0%
1.3	I am aware of some of the advanced uses of SM for teaching and learning	20%	13%	27%	37%	3%

## 2. Training

#	Statements	Yes	No	I can't remember
2.1	SM training was provided by my institution	53%	30%	17%
2.2	I have attended SM training provided by my institution	33%	67%	0%

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
2.3	I am satisfied with the amount of SM training provided by my institution	3%	23%	23%	13%	37%
2.4	The times and dates of SM training were convenient	3%	40%	13%	7%	37%
2.5	I was interested in attending SM training	30%	30%	10%	13%	17%
2.6	I had sufficient time available in my schedule to attend SM training	7%	27%	13%	7%	20%
2.7	I would attend future SM training, time and dates permitting	33%	27%	13%	7%	20%

## 3. Use

#	Statement	Several times per week	Once a week	Two or three times per term	Two or three times per year	Once a year or less	Never
3.1	I use SM in my teaching approximately ...	10%	10%	7%	7%	7%	60%

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
3.2	I feel supported by my institution to use SM	3%	20%	13%	37%	27%

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
3.3	I feel pressured by my institution to use SM	3%	7%	23%	53%	13%

#### 4. Open learning

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
4.1	I think learning taking place in a public online space can pose problems, e.g. with privacy	17%	57%	17%	3%	7%
4.2	I think learning taking place in a public online space (e.g. students publishing their work via SM) can encourage higher quality work	7%	27%	30%	3%	33%
4.3	I think learning should be kept within the institutional frame - classroom, tutorials, VLE, etc.	13%	37%	23%	17%	10%
4.4	It can be beneficial that students receive feedback from people outside the institution	7%	43%	23%	10%	17%
4.5	Overall, the benefits of using public online spaces for learning outweighs the issues it poses	7%	27%	23%	7%	37%

#### 5. Communication

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
5.1	SM are an efficient way of communicating with students	17%	30%	23%	3%	27%
5.2	SM are a suitable tool for tutor --> student communication	10%	23%	23%	17%	13%
5.3	SM are a suitable tool for student --> tutor communication	7%	23%	23%	20%	13%
5.4	SM are a suitable tool for student <--> student communication	20%	50%	10%	0%	20%

## 6. Other considerations

#	Statements	Strongly agree	Somewhat agree	Somewhat disagree	Strongly disagree	Don't know N/A
6.1	SM can be useful to my students' learning	27%	30%	17%	0%	27%
6.2	SM can be a driving force for me to be innovative in my practice	20%	27%	27%	17%	10%
6.3	SM are a designed to attract attention and publicity rather than enhance learning	7%	37%	23%	17%	17%
6.4	SM are another way to do the same things as before	3%	33%	33%	20%	10%
6.5	SM can increase students' motivation	27%	40%	17%	3%	13%
6.6	Language teaching is a subject which lends itself well to using SM	27%	30%	3%	0%	40%
6.7	Area Studies (Italian studies, Spanish studies) are subjects which lend themselves well to using SM	23%	27%	3%	7%	40%
6.8	The use of SM needs to be developed in our department	23%	37%	13%	7%	20%
6.9	SM are (or could be) a useful addition to my teaching practice	23%	37%	17%	7%	17%

Thank you very much for your time.