



## Teaching Online—Tools and Techniques, Options and Opportunities

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If you're interested in starting or building your own online course, looking for a bank of activities to use with your courses, or looking for further opportunities to develop your existing knowledge, then you will find *Teaching Online* a useful addition to your library.

The book is divided into three parts. Part A examines some of the theory behind online teaching, recommending ways of getting started and building your own online course. This section focuses on a variety of hardware, software and liveware and Hockly outlines three different course site tools: VLEs (Virtual Learning Environments), social networking and discussion groups. Part A continues with a description of activity tools, such as blogs, podcasting sites, surveys, concordance and video sites, before wrapping up with a discussion on liveware and how to interact effectively and courteously online.

Part B provides a bank of practical activities that cover the four skills. This is divided into chapters. Chapter 1 highlights the importance of spending time creating a strong sense of online community and offers a variety of activities for learners to share information about themselves. Chapter 2 aims to provide readers with ideas that will encourage learners to develop their skills by using a variety of online tools. Chapter 3 provides accessible content for listening activities before moving on to tools that allow students to create listening activities for each other. The speaking activities introduce different kinds of chatware (audio and video). Chapter 4 provides activities that focus on grammar and vocabulary. The remaining activities enable both the learners and the teacher to assess and evaluate progress for online courses. The activities are collaborative, group-based, meaningful and engaging. Finally, Chapter 5 highlights the importance of ending online courses on a positive note with an end-of-course activity, which encourages learners to reflect and provides a sense of closure.

Part C of the text looks at opportunities for continuing development in online teaching and discusses a range of options available. For example, development courses, blogging, conferences and joining discussion groups.

*Teaching Online* is ideal for all teachers who are already involved with online courses, or those interested in developing courses online regardless of experience.

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