Digital Learning Platforms (OPIT)

This wiki page provides you with information and guidelines about the Learning and Student Information systems used at Aalto University. This page is a collection of system help and guidelines for teachers, students and staff.

This page is maintained by the Digital Learning Environments team, Teacher services.

If you want to contact us, head to this page: https://www.aalto.fi/en/service-entities/teacher-services

Support and training for teachers

- **Hybrid teaching in Aalto University**
  What is hybrid teaching? Who is it for? What to consider when planning a hybrid session? Get started using our guidance material for hybrid teaching.

- **Book an online session with a digispecialist**
  Book online session with e-learning specialist. Enrol to MyCourses course space and book an online session with a specialist

- **Pedagogical training**
  Do you want to develop yourself as a teacher? Aalto University offers pedagogical courses to support the pedagogical skills of faculty members.

- **e-learning system training**
  MyCourses, Panopto and other training.

General guidelines and policies

- **Tips and tools for remote teaching and learning**
  A collection of information on how a teacher can change courses to remote mode.

- **Time-based media (video, podcast) accessibility instructions FI SV**
  When and why you need subtitles in your media files.

- **Lecture recording policy FI SV**
  Things to know when recording lectures.

- **Personal data protection instructions for teachers FI**
  How to handle data collected from students and courses.

- **Copyrights in course materials FI**
  What kind of material teacher can use and how?

- **Guidelines for remotely proctored exams**
System instructions

General system information and webinars

- **Aalto Cloud info**
  Aalto University's evaluations of cloud services.

- **Aalto IT Windows Classroom Software List**
  Aalto IT offers a wide variety of applications for classroom use.

- **Spring 2021 webinars for teachers**
  Various topics about how to teach online in Aalto.

- **Webinar recordings from Spring 2020**
  Topics: MyCourses Quiz basics, Stack-matematiikkatehtävät, Panopto lecture capture, Digitaalinen tentti MyCoursesissa, Using Zoom with student

Learning management systems

- **MyCourses**
  Homebase for all courses.

- **Aalto OpenLearning**
  Service for Open online courses or MOOCs.

- **Blogs**
  Service for all Aalto users to share ideas. All blogs are public.

Student information system

- **Sisu**
  The student information system.

- **Oodi** - replaced by Sisu from August 2021

Collaborative whiteboard

- **Flinga**
  Flinga whiteboard for collaborative knowledge building and Flinga Wall for collecting and voting ideas.

- **Presemo**
  A tool for instant feedback during a lecture or online session.

Video and online meeting/collaboration

**Is it Panopto Zoom or Teams?**

- **Panopto**
  Video service for all Aalto users. Record, store and share your videos and other media files with Panopto.

- **Zoom**
  For online lecturing, meetings, seminars
• **Teams**
  For Teams to share content, chat and talk

• **List of Lecture capture spaces**
  List of spaces that have microphones and cameras installed in the space. These spaces can be used also for hybrid teaching.

• **Microsoft Office 365**
  Teams, Word, Exel, Powerpoint for all Aalto users

• **Adobe Connect (Funet)**

• **IRC**
  Interactive Internet text messaging (chat)

**Online Examination**

• **EXAM**
  The EXAM system in use at Aalto University is a modern electronic examination software developed and used by a consortium of Finnish Universities.

• **Using MyCourses for examination**
  Electronic examinations can be done also in MyCourses.

• **Rethinking exams- rules and legislation 03/2021 webinar-slides**

**Originality Check**

• **Turnitin**
  The tool for teachers and students to check the similarity of submitted text compared to text in the comparison database. Turnitin is also available to students during their theses writing process. The tool is available in MyCourses.

**Feedback**

• **Course feedback**
  Course feedback system collects course feedback.

• **Presemo**
  A tool for instant feedback during a lecture or online session.

• **MyCourses**
  MyCourses tools to get feedback during a course.

**Mobility**

• **MoveON**
  The platform to manage international mobility and partnership processes.

**Time management and planning**

• **Asio**
  Space reservations (booking.aalto.fi) and University course planning and scheduling system for Learning Services (LES).

• **Vihta**
  The time-booking system for the staff of LES.

**Other systems**
Projects

- **Video Library project**
  The project's aim is to create a pool of open video lectures

- **Digital assessment toolbox- project**

Other resources

- **A!OLE, Enabling learning and teaching online in challenging times**
- **FITech, beginners guide for moving your teaching online and online learning support materials**
- **Harvard University, Best Practices: Online Pedagogy**
- **Educause online seminar: Transformation in a Time of Crisis: Changing Course Venues in Midstream**
- **Finnish National Agency for Education offers guidance for organising remote teaching (in Finnish):**
  https://www.oph.fi/fi/koulutus-jatutkinnot/tukea-poikkeuksellisin-opetusjarjestyyn and some in English:

Latest posts in Opit blog

**Guidelines and recommendations for hybrid teaching**
Do you wish to provide a choice for the students to join your teaching either on-site or online? Give them an opportunity to have campus experience or flexibility of remote

**Rethinking exams a bit**
Have you tried to understand the anatomy of a successful digital exam? We constructed you a 6 step-model to ease your way:

1. **Openness: tell students why it is**

**Making groups and group assignments work in MyCourses**
Using small groups and group assignments in online teaching is a great way to achieve good learning outcomes, reduce dropout and improve retention
To get the group assignments work in MyCourses

**Caption your videos automatically with Panopto**
Did you know that every video uploaded into Panopto (whether it was created with Panopto or not) is machine-transcribed using ASR (automatic speech recognition technology) and thus making your videos

**Examples to make final grading easier in MyCourses**

**Watch the webinar recording**

Are you wondering how to construct and design your own grading strategy for upcoming courses? The

**See your Zoom participants and chat while sharing presentation**
Have you ever said the phrase “I cannot see your raised hands or the chat while I share my presentation” while teaching in Zoom and using PowerPoint simultaneously?

Here
Record Panopto videos with any computer using Panopto Capture
Did you know that Panopto Capture allows everyone at Aalto to easily record audio, video, and screens or applications directly within their browser instead of downloading the desktop application.

Luentojen tallentamisen periaatteet in action
Syksyllä 2020 julkaistiin Aalto-yliopiston periaatteet luentojen tallentamisesta (linkki periaatteisiin), mitä nämä periaatteet sitten oikeastaan tarkoittavat opettajalle tai opiskelijalle?

Periaatteet koskevat yliopiston tiloissa tai verkossa toteutettavien
With a little help from a friend
Some surveys conducted during the pandemic have highlighted the decreased social support of university students in Finland. For example, Sarasjärvi & Vuolanto (2021), who studied the well-being of 1064 university students

Anonymous grading in Turnitin
Did you know that you can grade Turnitin assignments anonymously? It’s easy to use, and by using it, you practically eliminate any personal bias that might occur during subjective grading of