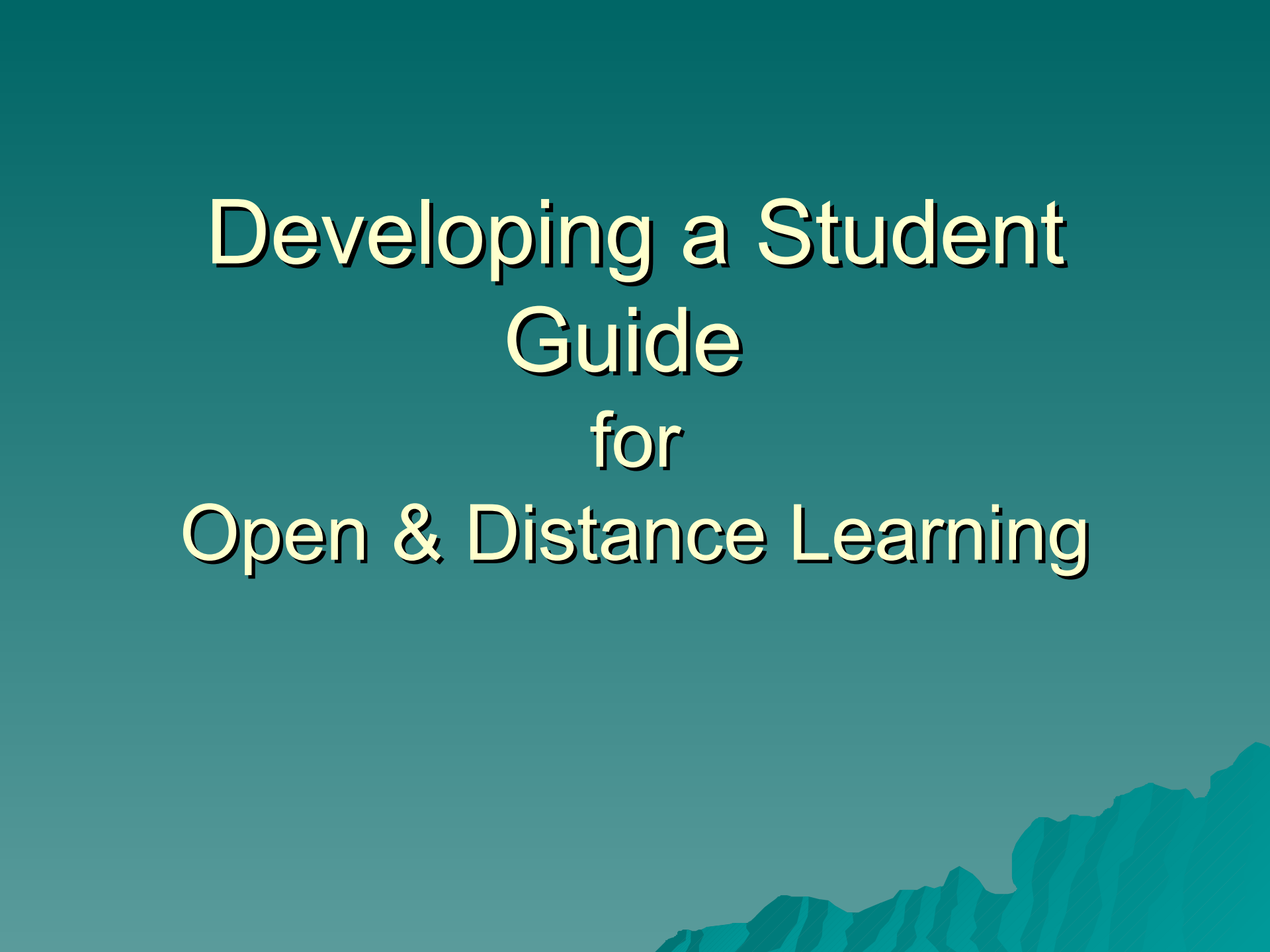


# Developing a Student Guide for Open & Distance Learning



# Objectives

At the end of this module you will be able to:

- ◆ Identify the characteristics of an effective student guide
- ◆ Distinguish between the types of student guides
- ◆ Discuss the principles for developing a student guide
- ◆ Develop an effective student guide

# Activity



## Instruction:

Identify four types of learner support materials that you have previously produced for one of your courses.

Explain the purpose these materials serve in aiding the learner.

# Definition of a Student Guide

- ◆ In the context of open and distance learning (ODL), a student guide is a tool that promotes:
  - Independent learning
  - Learner interactivity
  - Deep learning

# Definition of a Student Guide

- ◆ It is a resource that provides academic and administrative learner support throughout the course.

# Purpose of a Student Guide

- ◆ To assist the student in interactive, self-directed learning
- ◆ Provides opportunities for independent learning
- ◆ Teaches users how to learn
- ◆ Develops a unique set of technical, research and critical thinking skills
- ◆ Facilitates high level of thinking and learning

# Activity



## Instruction:

Discuss whether or not the use of a learner's guide makes a difference to learning in an ODL environment.

Suggest four reasons to justify your view.

# Types of Student Guides

- ◆ There are two (2) types of student guides:
  - Academic Guides
  - Administrative Guides



# Academic Guides

- ◆ This type of guide includes information related to the following areas:
  - Learning Strategies
  - Outcomes
  - Assessment
  - Content
  - Learning tools

# Administrative Guides

- ◆ This type of guide includes information related to the general principles and policies of the institution

# Administrative Guides

- ◆ Critical aspects include:
  - Testing and examination regulations
  - How to obtain technical assistance
  - Means of obtaining financial assistance
  - Policies related to assignments
  - Policies related to absenteeism/dropout

# Activity



## Instruction:

Discuss whether or not the use of a learner's guide makes a difference to learning in an ODL environment.

Suggest four reasons to justify your view.