

## Unit 10 Emotional Computers – Choosing e-learning

### Teacher's notes

#### Preparation

Before you use this lesson plan:

- make one copy of each worksheet per student.
- visit the proposed websites to check they are operational.

#### Warmers

*Short (5 minutes)*

Ask the students what different ways their companies use to deliver training. Write the ideas on the board: internal / external / distance learning / e-learning / m-learning (mobile) / day-release / apprenticeships / on-the-job, or any combination of these. If there is time, move on to the long warmer.

*Long (10 minutes)*

Ask the students what they understand by “e-learning”. There may be several definitions offered but this activity is based on the idea that e-learning is: learning facilitated and supported through the use of information and communications technology. Ask the students whether they have ever taken part in any form of e-learning. If yes, what were they studying? Even if the answer is no, ask the students to brainstorm what they think are the possible advantages and disadvantages of studying using e-learning compared to traditional forms of education or training.

#### Set the scene

*(5 minutes)*

Distribute the first page of the worksheet. Ask the students to read the *situation*. Explain they need to find and prepare arguments for or against the use of e-learning. Remind them of the size of the company concerned.

#### Present the tasks

*(5 minutes)*

Explain the procedure:

- 1 Divide the students into small groups or pairs. Some pairs have to find arguments for and some arguments against e-learning. All the students should make notes on the e-learning vocabulary.
- 2 The students use the websites to research and collect information, and then fill in the tables.
- 3 The students have a discussion in order to make a recommendation about whether to implement e-learning in the company or not.

#### Do the tasks

*Research (20 minutes)*

- If computers are available, allocate one to each small group or pair.
- If computers are not available, set the research as homework to be performed at home or during free time at work. Emphasise to the students that they do not need to spend more than about 20 – 30 minutes collecting information.

*Discussion (15–20 minutes)*

After the research, appoint a chairperson. The students present and discuss the advantages and disadvantages of e-learning for the company. Encourage the students to list these on the board during the meeting. The meeting should finish on a decision about whether or not to recommend e-learning as the best way to train the new employees in Asia. Set a time limit for the discussion and finish, if necessary, with a vote. Monitor and give language feedback after the discussion.

## Unit 10 Emotional Computers – Choosing e-learning

### Aims

- Talking about e-learning
- Discussing advantages and disadvantages

### Tasks

- 1 You are going to research e-learning on the Web.
- 2 You are then going to discuss the advantages and disadvantages of using e-learning.

### Situation

You work for the human resources department of a small engineering firm which specialises in building packaging machines for manufacturing companies. You have recently opened a branch in East Asia and have to make a decision about how to deliver training to your new sales team and maintenance staff. You could send a team of trainers from your headquarters, but this would reduce your resources at a time when the company is expanding in your home market. The alternative is to invest in creating a distance e-learning course, supplemented with occasional face-to-face training. Your new foreign employees are eager to receive training. However, they are very busy establishing the company in the new market and many of them work shifts. You have to decide whether or not to recommend e-learning as a way of delivering training in your company.

### Task 1 – the research

These websites will give you information about e-learning. Your teacher will tell you which ones to research. Record the points for and against e-learning in the first research table. Make notes about the terms in the second research table to support you in talking about e-learning in Task 2.

#### Choosing between traditional training and e-learning

[http://wiki.ossite.org/index.php?title=Choosing\\_between\\_traditional\\_training\\_and\\_e-learning](http://wiki.ossite.org/index.php?title=Choosing_between_traditional_training_and_e-learning)

Scroll down and read *What are the advantages?* and *What are the potential disadvantages?*

#### The Benefits and Drawbacks of e-learning

[http://www.e-learningguru.com/articles/art1\\_3.htm](http://www.e-learningguru.com/articles/art1_3.htm)

Skim the article to find out the advantages and disadvantages to the organisation and to the learner.

#### Data research table 1

| Arguments for/against e-learning |
|----------------------------------|
|                                  |

Data research table 2

| Term          | Explanation |
|---------------|-------------|
| flexibility   |             |
| interactivity |             |
| collaboration |             |
| motivation    |             |
| availability  |             |
| self-pacing   |             |
| portability   |             |

## Task 2 – the discussion

### Language box

In the meeting you will sometimes disagree with other people. Use the phrases in the box.

#### Disagreeing:

I don't think it's a good idea.  
I really think it's better to ...  
I'm sceptical about this.  
You could be right, but ...  
That may be the case but ...

#### AGENDA

Aim: to discuss the advantages and disadvantages of e-learning

1 Presentation of advantages

2 Presentation of disadvantages

3 Discussion

Conclusion: