Creating different kinds of boards with CLANED
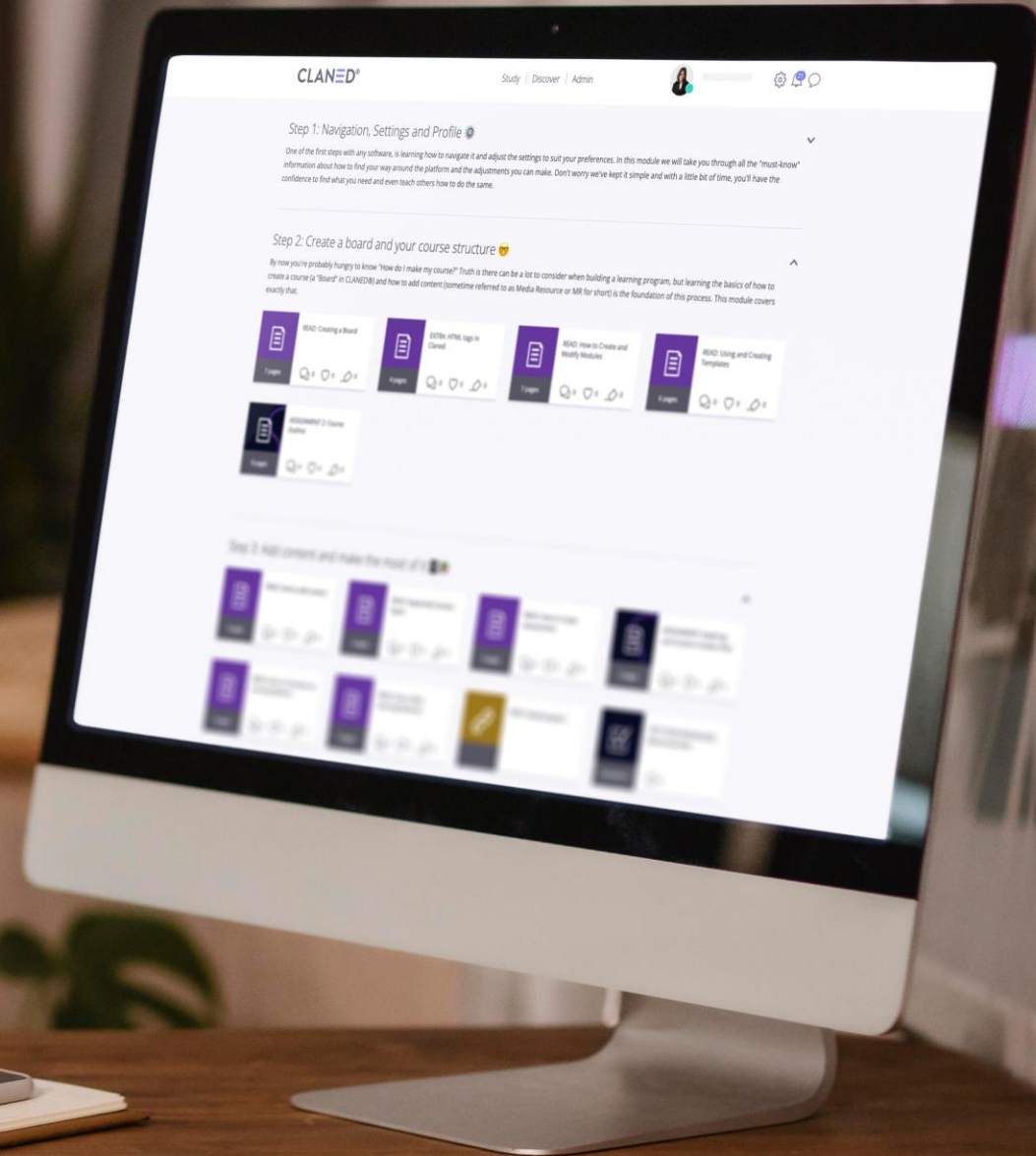
Let's go over some examples of what sort of trainings or boards you can create with Claned!

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1. Self-paced online courses

- When people talk about online learning the first thing they usually think about are MOOCs and other fully self-paced online courses.

- While self-paced courses are a common practice, they also have a high drop-out rate. This is why it's important to ensure the course is engaging and motivating to your learners.

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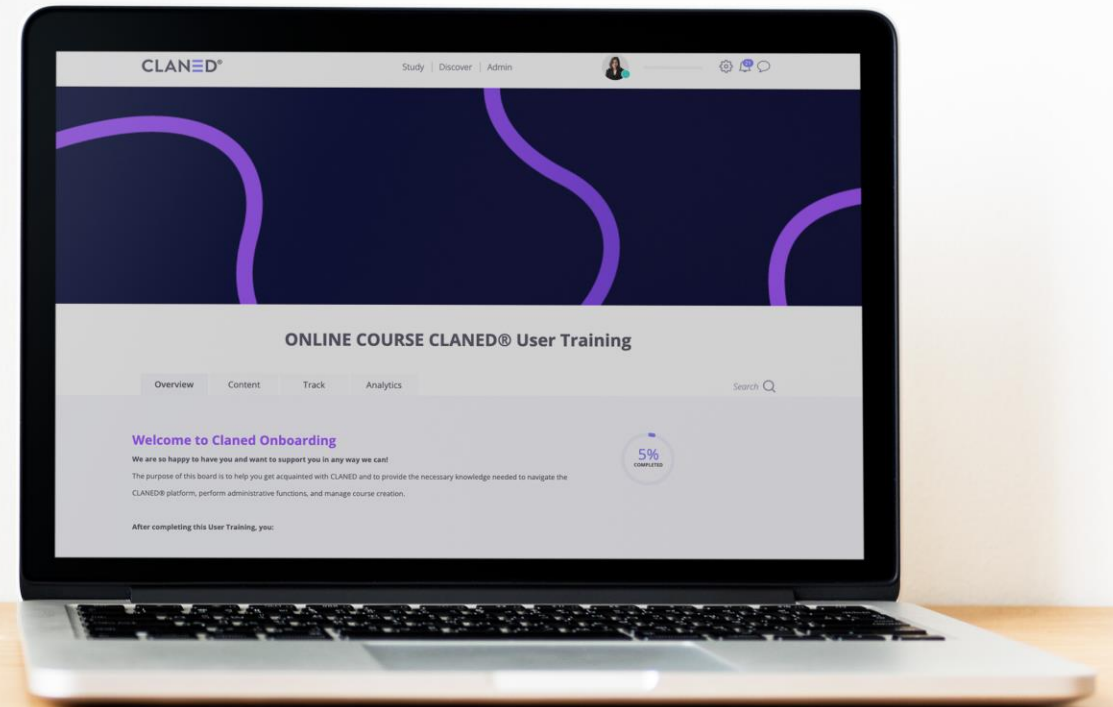
Few guidelines to self-paced online courses

- A general structure for a self-paced online course is a course introduction module, 2-5 thematic modules, and final module.

- Introduction module could include an introduction to the topic and yourself as well as basic information about the course and other relevant information.

- **PRO TIP:** Use a variety of material (videos, documents, assignments, interactive elements) on your course to keep learners interested.

- **PRO TIP:** Use activating assignments and ask learners to participate in discussions. Maybe ask them to share their own expertise or experiences.

- The final module should include an overview of the course, a feedback questionnaire and maybe some sort of final quiz. This way to course comes to a clear ending.

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2. Synchronous trainings

Synchronous trainings are usually used when we want to have our courses running for a set period of time. In that case, it's a important to consider how you will break your course topics into that time period and guide your learners to study.

The great thing with synchronous trainings is that they usually have a higher engagement rate if facilitated properly. There's more of that "Were all in this together!" -feeling.

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Few guidelines to synchronous trainings

- Include an introduction module that introduces the topic, yourself and provides some basic instructions on the course.
  - **PRO TIP**: Ask learners to introduce themselves to lower the bar for collaboration and communication later on.

- Organize your training with a timeline: Create modules for Week 1, Week 2, Week 3 etc.
  - **PRO TIP**: Schedule your modules so that the weekly module opens when the week starts

- If you have live sessions, you can include Zoom or Teams links as a content (Link)

- Make use of synchronous learning and encourage learners to discuss, ask questions and provide feedback to each other!
  - **PRO TIP:** Use contextual commenting, Padlet, Flinga and other interactive tools.

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3. Events, workshops and seminars

While learning individually on our own time is the new norm, nothing can really beat the feeling of meeting new people and learning together. Claned can also be used to host events, workshops and seminars – face-to-face to virtual. You may anyway want to gather people on the same platform to look at the same material, collaborate and work together.

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Few guidelines for events, workshops and seminars

Check out our templates:
Management Consulting and **Professional Medical training** for inspiration!

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- Start by introducing the topic of the event, and maybe introduce yourself or your organization too!

- Include pre-reading materials to make sure your learners show up prepared
    - **PRO TIP:** Ask learners to come up with questions and to add them to the material using contextual commenting.

- Provide basic information on the event: the schedule, relevant materials, introductions of speakers and instructions.
    - **PRO TIP:** Embed collaboration tools like flinga, padlet, mentimeter and others into Claned for easy access.

- Include some final thoughts after the event: what was the main points of each presentation and maybe include the slides if learners want to come back to them later.

4. Mandatory training

Sometimes your goal can be just to make sure that people in your organization have gone through material they need to know. This can include new policies, security trainings or other mandatory training. Because you cannot force anyone to go over the material, the closest you can get to it by using assessments and grading.

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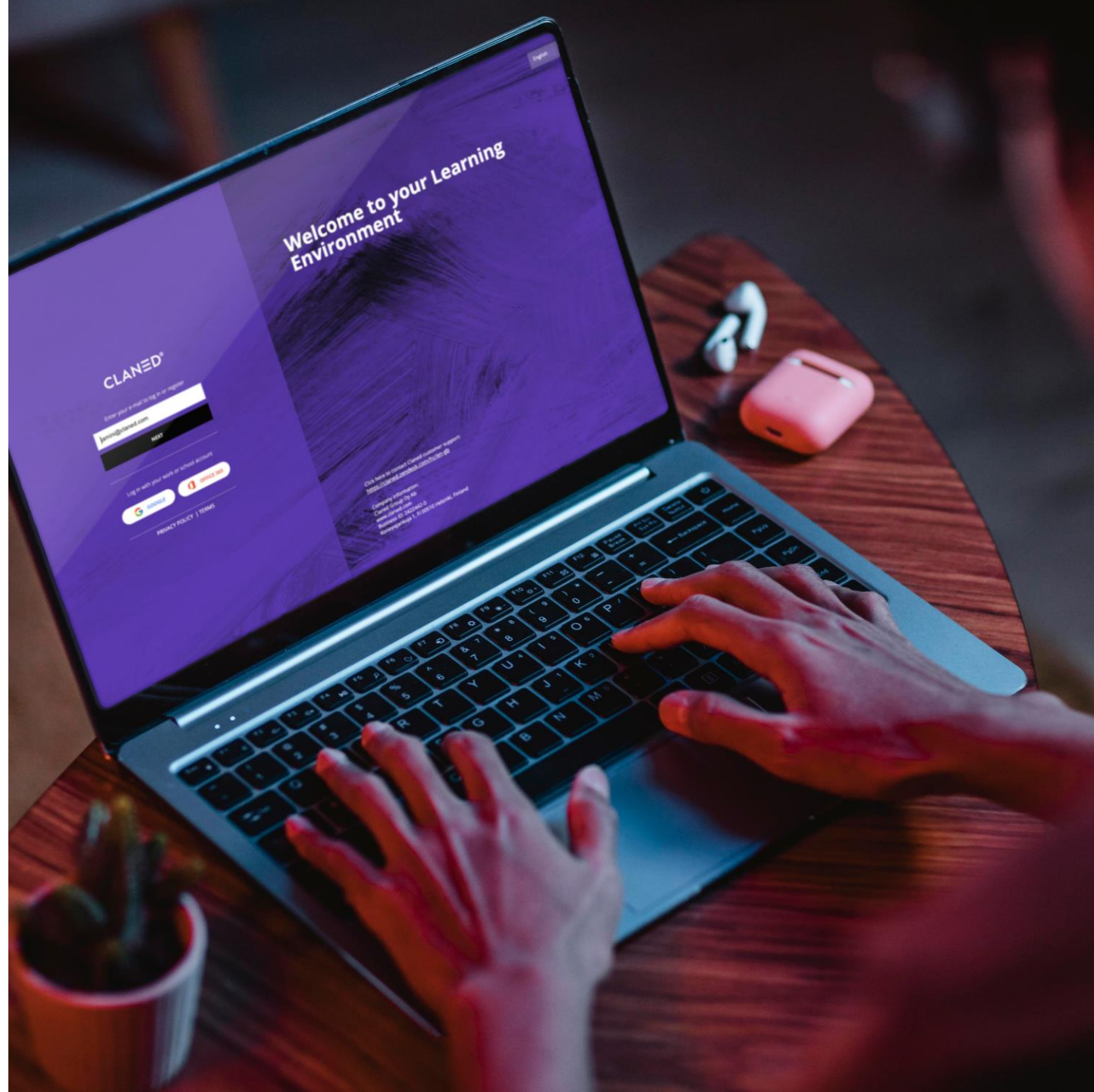
Few guidelines for compliance training

- If your topic is long and complex, it's a good idea to use a good and clear module structure.

- On the other hand, you can also just download your policy into Claned and add a short assessment after it. Simple as that!

- PRO TIP: Use gated progress to make sure learners cannot open your assessment before they have completed the material.

- When creating assessments only include questions that are relevant.

- From time to time, it's a good idea to analyze the results of your assessment. How do people rate it: is it too easy or too difficult?

- PRO TIP: Use grading to easily track who has completed your training. Grading can be based 100% on your assessment, or 50/50 on assessment and course progress.

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5. A minicourse

Maybe you just want to share your expertise with others by creating short courses that go straight to the point and avoid the fuss. That's wonderful! Minicourses are easy to complete from anywhere when it's convenient for you!

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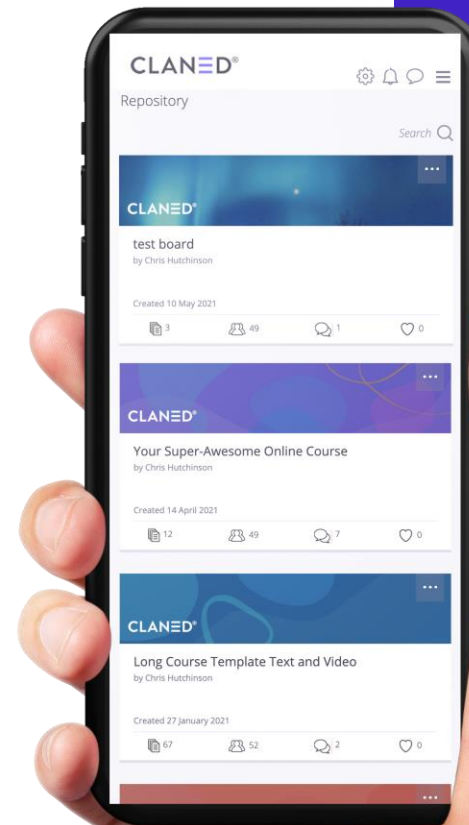
Few guidelines to a minicourse

Check out our template:
Big Cats of Africa

- No need for any intros! Lets just go straight into business.

- A mini course should have 2-5 short modules

- Keep content short: videos 1-5 minutes long and documents 1-2 pages.

- Maybe add a few short quizzes

- Use clear headlines in your modules and content

- Consider: what is the end result you want? Use the last content to encourage learners to do that. It can be to practice something themselves, take action or to teach other people.

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6. A discussion / collaboration board

There is often a need to find a space where everyone in your team can gather around and share their inputs, or maybe you have a class that requires collaboration groups that need their own space to work in. This too can be organized in Claned.

More than your average learning platform

Claned is not your average online learning platform. It's the only platform that includes built-in learning design elements that intuitively guide you to create better online courses. Regardless of if it is blended or fully online learning. We support course instructors and designers to create effective courses to ensure quality learning outcomes for

so that you can better understand and improve the effectiveness of your courses. In real-time. Our online learning platform supports any type of digital learning. From corporate training to university courses, large multinationals to single expert course creators. Join them and start creating new learning experiences for your learners.

Document of interest

User Name

Preview

Like   Comment

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Few guidelines for discussion / collaboration board

- Usually this sort of board is less formal than the previous boards that have a clear structure and order.

- Nevertheless, collaboration always needs a bit of facilitation.

- Firstly, you should state what the goals of the board is and how it should be used. For example, is it about a certain topic or is there a problem that needs to be solved.

- PRO TIP: Give prompts and guiding questions when you upload material. Make it clear how you want others to participate.

- PRO TIP: Use sharing modules to give others permission to share their knowledge and resources to the whole group
    - This is done is module settings → permissions

- Use collaboration tools like padlet, flinga, Miro or Mural to gather opinions and work collaboratively.

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7. A material bank

Want to collect relevant materials in the same place? No problem! You can do that too in Claned.

Just keep in mind that this is not a course, and shouldn't function as a TRAINING per se, but rather a smartly organized place where people can easily find what they are looking for.

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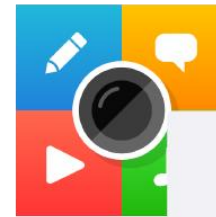
Few guidelines for a material bank

Check out our template,
Embed examples, to see how we've organized a material bank

- **Remember**: even though this is not a training you can still help people navigate through the material.

- Material banks are useful for people who are already familiar with the topic and know what they are looking for, but **for a newbie they can be very overwhelming!**

- PRO TIP: Come up with ways to categorize your content and create modules based on that. This will help anyone easily find what they need.

- PRO TIP: If you have long content and a lot of links use the content descriptions to explain what the content is about, how can they use it for their benefit, and how should they explore the material.

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Explore our Built-In Templates

Claned offers a variety of templates that can easily be used and modified to your liking. Just click on the 3 dots and press "Create from template" and you're all set!

We are also working on building more and more templates for you. Let us know if there is any kind of template you'd really like!

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