Skills 4 eosc

- Skills for the European
- Open Science
- Commons

Supporting eosc

Co-funded by the European Union

UK Research and Innovation

Internal QA

WP2 T3

Learning Objectives

Assess learning content

Review learning materials

Agenda

Required elements ▶ Learning Unit QA ▶ Qualitative check
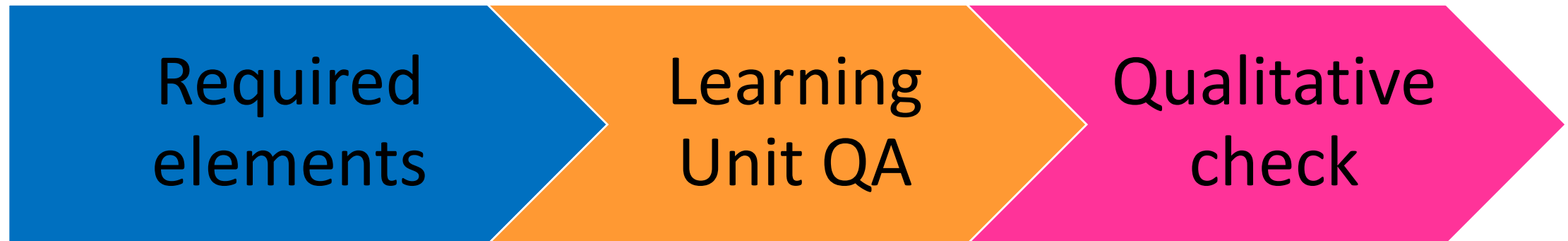
Who should perform internal QA

- Self-assessment
  - If possible people should not check their own work
- Main collaborator checks all required elements
- Then per learning unit QA is performed
- All check their corresponding authorship information

Required elements

- Learning structure check
  - Table of Content (TOC) of the learner's notebook (Git Book)
- Syllabus check
  - All required fields are present in Syllabus body
  - Syllabus content is correct and clearly described
  - Syllabus layout is correct in learners' notebook (HTML view)
  - Syllabus accessibility check reports no issues
  - All required fields are present in Syllabus metadata (MD file)
- Facilitation Guide describes the training setup (before, during and after)
- Correct LICENSE file is used

- File structure check
  - Root folder
    - LICENSE
  - resources folder
    - Syllabus
    - Facilitation Guide
    - Feedback
    - Section folders
    - Module folders
    - Learning Unit folders
  - for each Learning Unit folder
    - Activities
    - Assessment
    - Learning Plan
    - Learning Content
    - Slide Deck (if instructor-led)

Learning Unit

- Learning plan
  - content adheres to template
  - is aligned with the information provided in the Syllabus
  - links to activities

- Learning content
  - adheres to template
  - layout is correct in learners' notebook (HTML view)
  - is clearly written, easy to follow and understand
  - is well aligned with the learning objectives defined in the plan
  - accessibility check reports no issues

- Activities
  - have description
  - are relevant for the unit content
  - adhere to template

- Quiz
  - questions are relevant for the unit content
  - adheres to GIFT format

- Slide deck
  - is aligned with the learning content
  - accessibility check reports no issues

- [Saide tool for reviewing course material](#)
  - Orientation
  - Helping learners learn
  - Accessibility and Layout

Qualitative Internal QA

Analyse the [Saide tool for reviewing course material](#)

Summary

- Ensure that all relevant learning materials are present and fully developed

- Focus on both aspects
  - Quantitative
  - Qualitative

- Once you are satisfied that all learning materials are to your liking you can proceed to publication

Thank you!
Any questions before we continue?

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