Teaching Online Tidbits (TOTs)
FOR LITERACY LESSONS

4/17/20
https://bit.ly/041720TOTs
#remotelearning #onlinelearning #TOTs #NCTE



Accessible Texts: Process Knowledge

Many people assume the younger generation of students magically have and *know how to use* all the current technologies. Don't make that mistake too.

Accessibility is an issue for all students (and teachers!). When thinking about the accessibility of a given text, we need teachers to consider: hardware, software, connectivity, modality/media, as well as process knowledge. This sequence of TOTs takes on issues of accessibility. Today we conclude with process knowledge.

It's one thing to have the hardware, software, and modality/media you need to access the text; it's another thing to know how to use these things. How many people had to be shown multiple times how to do a hanging indent in MS Word before they remembered how to do it themselves? If you are requiring your students to use specific software, like MS Word or Canva, make sure you build in scaffolded "learn the technology" activities.

And process knowledge doesn't just include knowing how to use a specific piece of software. We all were (eventually?!) trained to check cables and do a hard reboot of our computers when we run into glitches. Some people don't realize that there are multiple internet browsers, and that some applications work better in some browsers. If you know your LMS works better in a particular browser (most do!), tell your students! Many folks don't know that their browser keeps a cache of files and runs more smoothly (and sometimes fixes problems) if it is occasionally cleared. Students may not know that their digital textbook has an audio player or that the YouTube video player can be sped up or slowed down; the initial time you assign in these environments show students how to use the interfaces.

Part of being digitally literate is knowing when and how to find help. If you and your students are going to predominately teach and learn in digital environments, start building the network of people and places (on campus and/or websites), that can provide just-in-time support.

The content in the TOTs for Literacy Lessons is intended to be pieces towards a draft of a book contracted with the National Council of Teachers of Writing. We welcome comments and feedback (the Google Doc is set to "comment"), we will collectively acknowledge all feedback provided by TOT consumers and commenters.

By:
Shelley Rodrigo (@rrodrigo)
Catrina Mitchum (@trinamitchum)
University of Arizona

Have more hot tips for teaching online?

Suggest a TOT

TOTs logo made in Adobe Spark with an Adobe Icon and "Tater Tots" (CC BY-NC-ND 2.0) by Lower Columbia College