عمـادة التعليم الإلكـترونـي و التعلم عن بعد
Deanship of Electronic And Distance Learning

جامعة المجمعة
Majmaah University

" التعلم من أجل الحياة "

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من نحن

منصة إلكترونية عربية للمقررات الإلكترونية مفتوحة المصدر واسعة الانتشار، وتم تأسيس المنصة بمبادرة من جامعة المجمعة بالمملكة العربية السعودية والتي تحرص على بذل كافة الجهود للارتقاء بمنظومة التعليم العالي وتعزيزه من خلال استخدام أنظمة تكنولوجية لتطوير عمليتي التعليم والتعلم كونهما حجر الأساس للتطور والازدهار محليًا وإقليميًا وعالميًا.

تهدف المنصة إلى توفير مقررات إلكترونية تعليمية عالية الجودة في جميع التخصصات يقوم على تطوير محتوياتها نخبة من الخبراء والمحكمين ذو الخبرة كل في مجاله، بالإضافة إلى تقديم المقررات الإلكترونية باللغتي العربية والإنجليزية.

توفر المنصة فرصة الإلتحاق بمقررات إلكترونية متنوعة وفي معظم المجالات لجميع الناطقين باللغة العربية. كما يمكن للمتعلمين الحصول على شهادات إتمام المقررات الإلكترونية بعد اجتياز اختبار إلكتروني.

وأخيرا، تضم المنصة فريق عمل متخصص يضم أفضل خبراء التعليم الإلكتروني والمدركين جيدًا بأن "التعلم من أجل الحياة"

لمشاركة المحتوى الرقمي على منصة جامعة المجمعة يجب أن يراعي المحتوى الرقمي المواصفات والمعايير الخاصة بمنصة EDX وهي كالتالي:

معايير جودة المحتوى الرقمي بنظام الـ MOOCs

A. Of Standard	Standard
EdX MOOC DEVELOPMENT CHECKLIST — MINIMUM REQUIREMENTS	
Course Announcement and Introduction	
	Pre-requisites and learner background for the course are stated
	Expected time commitment for learners is stated
	Instructor introduction or bio available on about page
	Intro to course requests learners view edX Demo101; or intro to platform included in courseware tab
	A prompt is provided to the learner on the course info page on how to get started with the course
Course Structure	
	Syllabus or course calendar provided (course topics and important dates, including exams)
	Grading criteria and certificate requirements posted in the course.
	Learning objectives, goals, and outcome(s) posted in the course.
Instructional Materials and Assessments	
	Course includes interleaved videos and exercises
	Course includes gradable assignments, e.g., exercises/homework/quizzes and assigns a grade
	Assessment deadlines are clearly articulated
	Course adheres to edX accessibility guidelines
	Course provides transcriptions for all videos
Course Administration and Learner Engagement	

A. Of Standard	Standard
	Welcome Email sent to learners
	Paced emails sent throughout course run
	Closing email sent at the conclusion of the course
	Course team provides forum moderation
	Guidelines provided for the use of forums, forum etiquette
	Explanation posted of how to get help with learner issues
	Course releases content in consistent manner as laid out in syllabus, changes announced ahead of time
	Welcome message on course info page at the beginning of the course
Course Announcement and Introduction	
	Welcome/Introduction Video
	Optional Self-assessment provided that identifies pre-requisites needed to earn a certificate
Course Structure	
	Academic Policy/Collaboration guidelines posted in course.
Instructional Materials and Assessments	
	Consistent video quality and audio levels
	Course uses pre and post production techniques that enhance instructional content
	Required materials and optional materials are delineated inside the course
	Video segments average between 3 to 10 minutes
	Course provides an online textbook, online notes, or readings
	Downloadable copies of presentations materials used in videos provided inside courseware

A. Of Standard	Standard
	Cross linking between videos, exercises, textbook are provided within the course
	Course includes interactives such as virtual labs or user controlled animations
Course Administration and Learner Engagement	
	Course uses a wiki for learner collaboration
	Learners are encouraged to use the discussion forum to introduce themselves
	Course states availability of course materials for learners once the course has concluded archived
	Learners are surveyed at the beginning, during, and close of course
	Wiki pre-populated with questions and learner activities

Video & Audio Quality Guidelines

1. Video Quality and Technical Specifications.

- <u>Video Length</u>

  Keep videos as short as possible.

  Learners are much less likely to finish watching a video if it is more than 5-10 minutes long.

- Video output is to be well lit and should not appear dark on-screen creating difficulty in seeing the features of the subjects in the video.

- All shots are to be clearly focused and well framed. Close-ups should focus attention, not distract the viewer.

- Video output is to be stable, not shaky. A tripod should be used whenever possible to reduce "camera shake." If tripod use is not possible, camera shake should be very minimal.

- All titles or other text added to the video must be proofread for accuracy and proper grammar. Misspellings, typos, and poor usage are unacceptable and will require recreating the necessary section of the video.

- Any additional graphics or animations should be professional, appropriate, and necessary for the message of the video. Graphics and animations must be clean, clear, undistorted and fit on the screen.

- All fade in/fade outs, effects, etc. should add to the message of the video and must be smooth, not abrupt or choppy.

- All dead air should be edited out, so the video is seamless from beginning to end.

- For videos showcasing speakers, panels, and events make a version of the video specifically for online use. For example trim down or cut out extended introductions. An online audience wants to see the main attraction. If need be include speaker bios in the written YouTube description.

- Video Format: Preferred file types to upload to YouTube are QuickTime (.mov) and MPEG (.mp4)

- Aspect Ratio: Native aspect ratio without letterboxing (example: 16:9)

- Resolution: High Definition video at least 1280x720.

- Audio Format: MP3 or AAC preferred

- Frames per second: Native frame rate

- Aspect Ratio: The aspect ratio of the original source video should always be maintained when it's uploaded: Uploaded videos should never include letterboxing or pillarboxing bars.

- Testing: Since there is no facility to re-upload videos, it's important to test that your audio and video quality are satisfactory before you release your video publicly onto YouTube. Once a video becomes popular, the number of views, user ratings, user comments and other community data, cannot be transferred if another, higher quality version of the same video is uploaded. Make sure you get it right before you go public.

- Original Video Source: The less a video is re-encoded prior to uploading, the better the resulting YouTube video quality. We encourage you to upload your videos as close to the original source format as possible.

2. Audio Quality Guidelines

- All audio should be consistently audible throughout the length of the project.
- All audio files should be clearly understood through the length of the project.
- All audio files should be free of background noise, breaks, skips, hissing, etc.
- If there is more than one speaker, neither speaker should be noticeably louder than the other.
- Intentional background audio should be well-balanced with the primary audio.