EDUCATIONAL STUDY APPS

Directorate: Counselling and Career Development

WHY STUDY APPS?

- To help students enhance their motivation
- To study smart using different educational study apps
- To accommodate individualised learning styles (visual, auditory, kinaesthetic) whilst studying at his/her own pace without any influence
- To provide collaborative learning opportunities – individuals working together

DID YOU KNOW……. YOU CAN
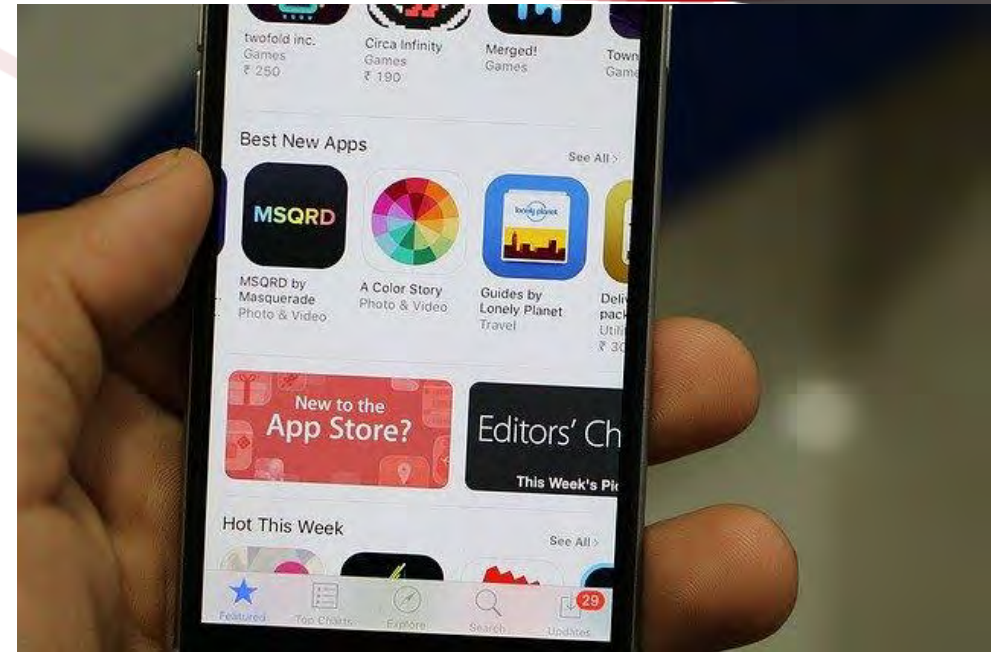

Browse Unisa's websites for free

Great news... Unisa has teamed up with Cell C, MTN, Telkom and Vodacom to ensure that you won't pay any data costs when visiting myUnisa or the Unisa website. It's free!

Any problems? Contact your network provider.

CELL C   MTN   Telkom   (Vodacom logo)

WHAT DO YOU NEED:

- Smart phone, tablet or laptop
- Mobile data / Wi-fi connection

- Find Google Play or App Store app on your device
- Go to Categories
- Go to Education, click and browse list

OR

- Search to find the app you want (eg. UNISA MCQ App)

OR

- Use the URL provided

PLATFORMS FOR COLLABORATIVE LEARNING

1. Telegram

2. WhatsApp

3. Unisa Facebook Groups

4. MS Teams

Other apps

- Wikipedia
- Oxford Dictionary of English
- Document Scanner
- MS Office and Outlook
- PDF Reader
- Plagiarism Checker
- Unisa Library
- Unisa MCQ App

PDF READER HD PRO

Tiny Scanner

1. TELEGRAM

- Telegram is a tool for mobile learning (Iksan,& Saufian, 2017)
- Its developers (Pavel Durov & Nikolias Durov) highlight that Telegram is : **Free, Easy, Fast (instant), powerful, Private and secure, to connect with people in different areas, and is cloud-based.**

For your studies you can :

- Create a study group for your modules; send messages; ask questions from your study group;   engage in discussions and problem solving; send a photo of drawings, diagram, calculation, poem, question/ paragraph; send videos of content or audio/ voice recordings; share files; and make voice or video calls to clarify content with your study group.
- Telegram can also be used as tool for data collection (research).

- Download via **Google Play Store app**
- Link: https://telegram.org/dl/
- **Video:** **Unisa Student Telegram society** to find groups for specific modules for this semester - https://youtu.be/-M5YH3zAYAc

TELEGRAM GROUP MEMBERS PER MODULE

- You can **write/ read and record** a question – **your group members can write their answers on paper, then scan their answers using Scanner App and send it to the group via Telegram**

- You can draw **a diagram or mindmap, take a photo of it, and send it to Telegram; and follow it up with audio recording** (this is for the visual, auditory and kinesthetic learner)

- You can **calculate the sum on paper; send a photo via telegram and to explain the sum; you can audio record yourself** (visual and auditory learner)

- You can take photo **of poem/ content and all members can analyse it** (some can write their answers on Telegram or audio record)

- You can send **video of content** (e.g. Depression) **or an experiment** and analyse it (for the visual and kinaesthetic learner)

- You can **audio record** specific pages in a chapter and sent it to your group on Telegram (this will help the auditory learner)

- **Maximise your learning by using Telegram**

- **Telegram enables the use of different learning styles to engage in studies.**

See it
Visual

Do it
Kinesthetic

Say it
Auditory

2. WHATSAPP GROUP FOR YOUR STUDIES

Gon and Rawekar (2017) highlighted that the constant availability of facilitator and learning anytime anywhere, made WhatsApp a new and convenient tool for teaching and learning activities.

Tips:

- Give each member in the group a task, e.g. make notes of chapter 1; voice record a chapter

- Rotate who will be the group study leader/ or study group learning facilitator.

- Negotiate times for your group to study (e.g. from 17h00-18h30 on Tues)

- Do not respond to any other messages in this time other than to your study group.

- After the group, save content and use it to learn anytime, anywhere.

How

- Join MyUnisa and send a message to invite students in the same module to form a group with you.

- Put those who have responded into a WhatsApp group (add them to your contact list)

3. UNISA FACEBOOK GROUPS

- You need to have Facebook Account.
- If you don't, create a Facebook Account.
- Sign in to your Facebook account.
- Check for Unisa Facebook page called **Unisa Lounge 2020.**
- Search for Unisa/ Unisa module or type module code.
- Select the group you want to join and click on follow or like.
- You will be asked why you want to join the group.
- Answer the question, click on Accept and then you will find people in the same module.

Unisa FACEBOOK

Benefits:

- Interaction with students from broad geographical areas
- Student from diverse backgrounds offer different perspectives and insights
- Sharing of information (e.g. past exam papers, tutorials, attachments, notes, etc)
- Access of previous discussions of questions
- Strategies on how to cope with the module and also how to pass module
- Motivation and support

4. MICROSOFT TEAMS

- Use desktop PC, laptop or your smartphone

- Visit https://teams.microsoft.com/downloads

- Click on the Download Teams button. This will download the MS Teams installation file or redirect you to the Android Google Play store or iOS App Store to download the MS Teams App

- Complete the steps to install the app on your device.

- Sign in with your **myLife email address** (*0000000@mylife.unisa.ac.za*) and your myUnisa password.

- If prompted to select between **Work or school account** and **Personal account**, select **Work or school account.**

- Enter your **myUnisa** password.

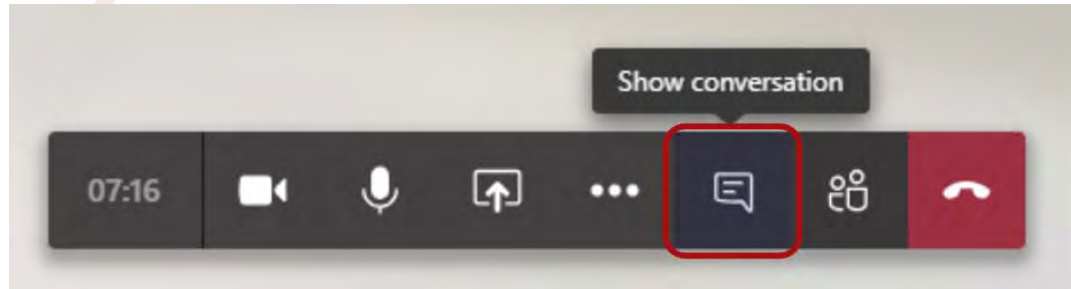# JOIN TEAMS MEETING/ CLASS / TUTORIAL

Join a meeting

- Click on the **Teams** icon on the left menu on a desktop or from the bottom menu on a smartphone.

- In the option **Join a team** with a code, type in (in code that you got

- Click the **Join team** button.

- Ensure that your **camera is turned on** and your **microphone is turned off**.

- Click on **Join now** to join the meeting

- You can also find shared documents

VIDEOS

- https://youtu.be/h_zm3lpUXxl
- https://youtu.be/8tBQy0BY35Y
- https://youtu.be/X3nra7U28U8

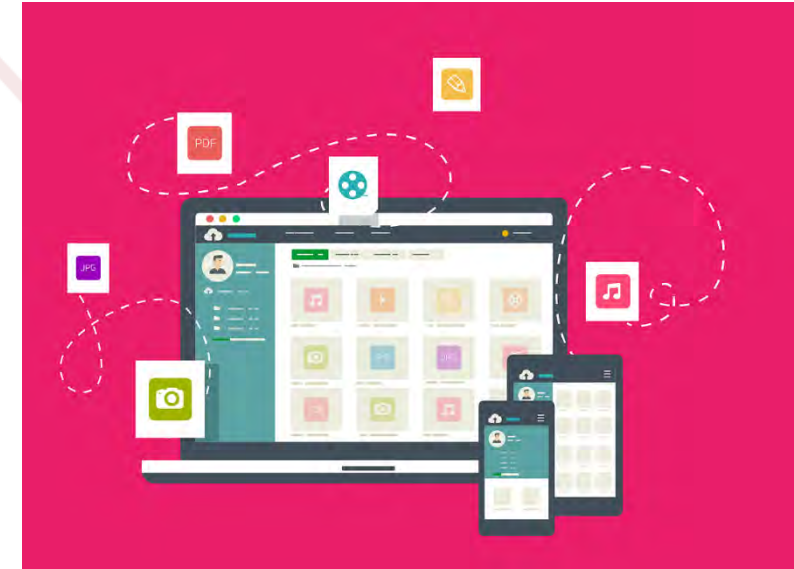# HOW TO PARTICIPATE: TEAMS MEETING/ WORKSHOP/ TUTORIAL

- Click on the **Show conversations** button.

- Type in your question.

- Click on the **Send** button

Asking a question through your microphone

- **Unmute** your microphone.

- Ask your question.

- **Mute** your microphone.

BEING INVOLVED IN YOUR ONLINE STUDY GROUPS…..

- Forces you to read your work with understanding

- It contributes to your understanding of the content

- Gives you links to existing knowledge

- Enables you to become curious – ask questions, think critically, find solutions, apply it to practise,

- Enhance learning by offering another approach to a subject / module

- Allows social interaction and sharing of content /materials and insights

- Enhances your motivation and learning

- Provides a sense of belonging in the module/ in institution

- Removes barriers to learning because you are making your own progress without public scrutiny or judgement

- Makes you responsible for your learning and that of your group members

5. WIKIPEDIA

- Wikipedia is regarded as the Free Encyclopaedia (https://www.wikipedia.org/)

- There are different types of content in Wikipedia. These include Health, Technology, culture, history, biology, society, education, geography, law , literature, etc

- Download **Wikipedia APP from Google play store**

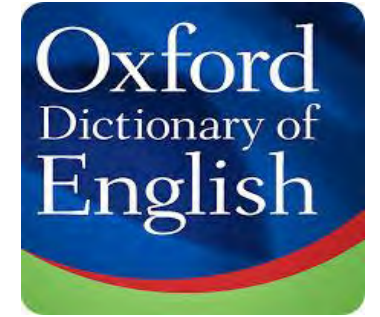**Exercise**
Search for topic "Ramaphosa"; or "self-discipline"

- What you notice is that **in each section a person can edit. This may affect the reliability of information.**

- **Use Wikipedia as an overview rather than as your main reference.**

- Do thorough research on topic by using Articles, Journals, E-books, textbooks, etc

- Wikipedia has a **list of references** that you can search and use for your assignment.

6. OXFORD DICTIONARY OF ENGLISH

- English is a second language for many of university students.
- Use the App to check the meaning of words, how we can use that word, etc.
- Advantages: The dictionary increases vocabulary of English, enables reading with understanding and enhances motivation

- Download from Google App -Free – Oxford Dictionary of English
- **Video on how to use Oxford Dictionary:** https://youtu.be/LV8Z2e1If7o

Homework:

- Use the app to learn at least 5 new words related to one of your modules each day

7. DOCUMENT SCANNER

- A document scanner enables you to Scan your notes, mind maps, drawings, pictures, receipts, letters, articles, patterns, formulas, etc

- It's easy, convenient, time saver

Download the FREE Document Scanner from Google play store

Steps:

1. Open Document Scanner, take photo, process document, check colour, brightness etc.

2. Select it, decide if you want to share it as PDF or as an Image

3. Share it using Outlook, WhatsApp, e-mail, Telegram, OneDrive, etc

- Scan document and email it to yourself, lecturer, send on to Telegram, WhatsApp, etc

- Example – Your written /typed study notes: scan and email to your group members. Each member of group can do same

- Scan and save your documents on OneDrive – create files in Onedrive

Tiny Scanner

8. MS OFFICE - WORD, EXCEL, POWERPOINT

- MS Office packages include MS Word, MS Excel, MS PowerPoint, OneDrive, etc.
- They are to widen your ability to learn and use technology
- **You will need an internet connection**

Go to Google play store
- Download / install MS Office App for Free
- After downloading it, open it

MS OFFICE APP - FREE

Most Popular

- MS Word (to type assignments, study notes, letter, minutes, business proposals,

- MS Excel (create database, graphs, track your marks, budget,)

- MS PowerPoint (to develop /edit PowerPoint presentations)

Advantages for your Education

- Allows you to work anywhere (library, Unisa office, etc)

- You can start your essay on your phone. Then save the essay on OneDrive. You will be able to find the document on Laptop to continue to update/ edit

- It gives you continuity and it increases your productivity.

- Make it a point that you always save on OneDrive.

- Your work can be edited by spell check.

- Your work will look professional as MS Office is used for business context.

- Start practising to enjoy the benefits.

MS OUTLOOK

- Go to Google Play store or App Store – search MS Outlook and install

- Link your mylife account to MS Outlook: Sign in with work or school email (**your mylife account and password**

- Gives you quick access to email.

- Direct notification when you have new email.

- Use mylife account to email lecturers/ Unisa staff

- MS Outlook has an online Calendar to schedule assignment due dates, exam dates, tutorial classes, etc.

- This is to organise yourself

- It has Reminders, My to do list, Tasks, your Contacts, etc.

Video Tutorial

- https://www.youtube.com/watch?v=WfSCfBntqPU

9. ONEDRIVE

Video Link: What is One drive

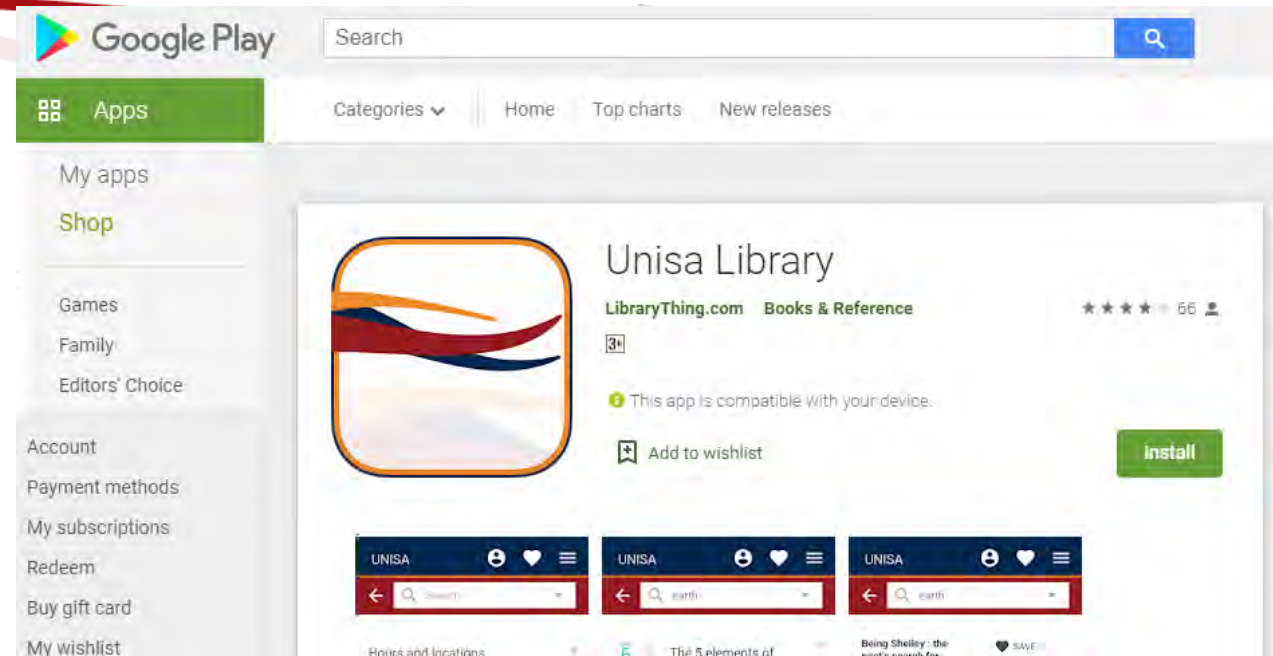- https://youtu.be/9w4JeZhnJis

10. PDF

- Types:
- Free PDF Reader
- Free PDF Editor
- Free PDF Converter
- Free PDF Scanner

UNISA LIBRARY

- Find Unisa Library App on Google play

- Log on Library account

- Search the library catalogue

- Request material

- Renew item

- Locate a branch near you – contact library (hours and locations)

- Search E-reserves

- Library Guides

- Scan any book barcode and check if Unisa library has the book in its collection
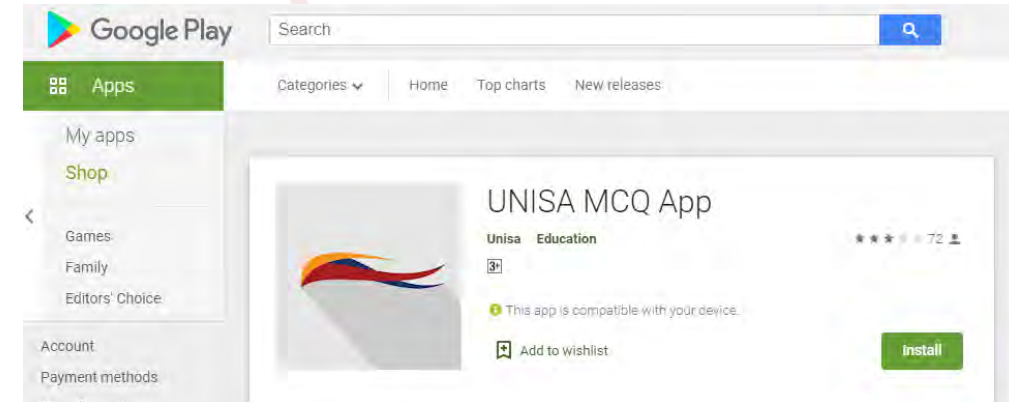
UNISA MCQ APP

- All our modules have assignments. Working on your assignments is critical for your study progress.
- The Unisa MCQ App is free.
- It is an alternative for you to **use to submit assignments**
- You can use this UNISA MCQ App or Submit multiple choice assignments on the myUnisa platform
- You can submit your assignment via mobile phone

HOW

- Start by **downloading the app:** https://www.unisa mobile mcq app

Videos on how to use Unisa Library and MCQ App:
- Mobile 3gp (5MB)
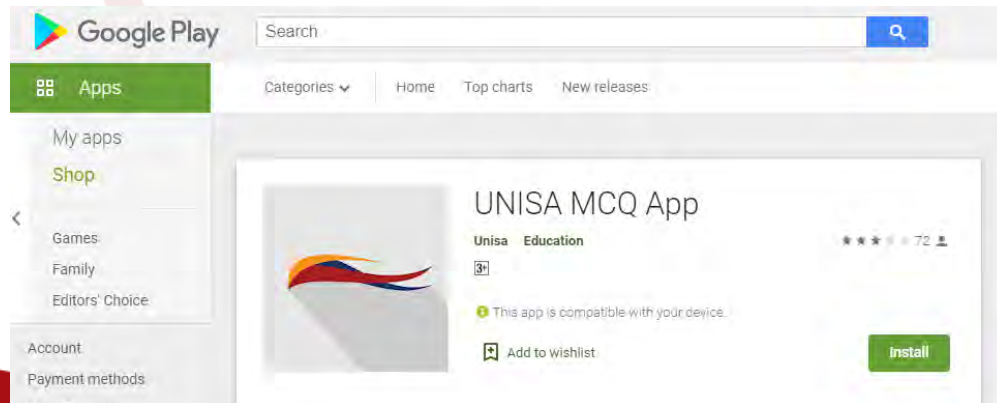- Standard Definition (60MB)
- High Definition (94M

STEPS TO FOLLOW:

https://www.unisa.ac.za/sites/myunisa/default/Assignments-&-Examination/Assignments/How-to-submit-multiple–choice-assignment-using-the-Unisa-mobile-application

- Download and install the Unisa Mobile application Unisa Mobile Application
- Install and start the application on your phone
- Select the "**MCQ Assignment**" option
- Login with your myUnisa credentials
- Select your module
- Select the appropriate unique assignment number
- Select appropriate answers to the assignment questions
- Send your answers
- Receive immediate onscreen confirmation

COUNSELLING WEBSITE

www.unisa.ac.za/counselling

- **Accessible 24 hours (Self help) & counselling contact details**
- **Quickly download and Save resources you need- to be able to use when offline.**
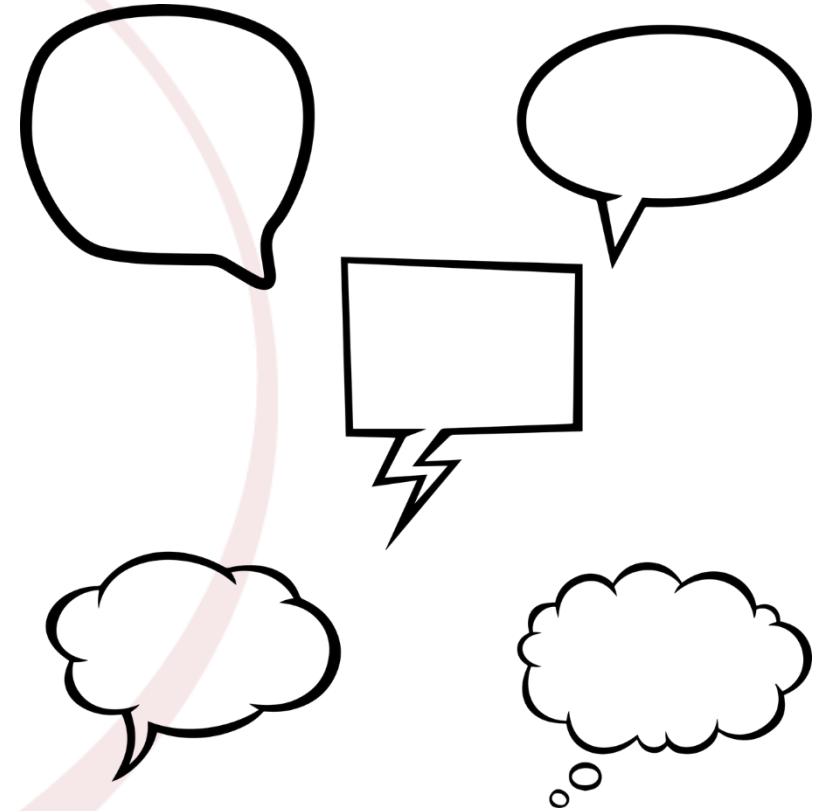
Brochures/ leaflets/ Podcasts/ MP3:

- **Careers**
- **Study orientation, study skills/ techniques ,**
- **Exam Preparation**
- **Employment preparation**
- **Personal development**

- **Easily download MP3 and replay – implement tips**

Home / Student Support & Regions / Counselling and career development

About DCCD
Plan your career
Explore careers
Prepare for job opportunities
Plan your studies
Manage your studies
Personal development
Downloads and podcasts
Recruit Unisa students
Announcements
Contact us

Counselling and career development

About DCCD

The Unisa Directorate: Counselling and Career Development supports students before, during and after their Unisa studies. We provide career, academic and personal guidance and counselling to prospective and registered students in person, by telephone, e-mail, letter or fax or printed publications. We aim to provide you with the opportunity to develop the skills that you need to manage your studies, your career and your life.

Read more

Plan your career

To successfully plan and develop your career, you need to understand what a career is, and the aspects that will shape your career. You must be able to explore career and study options while also preparing for opportunities by finding, creating, and using resources to start thinking and acting like the professional you want to be.

- Introduction to careers
- Understand yourself
- Find career information
- Change your career
- Student Mentor Programme

STUDENT VOICES

- "I was impressed with the career information booklet on Accounting Sciences- in the Counselling website. It truly opened my mind to types of careers to study after finishing my Higher certificate in Accounting sciences."

- "I listened to the Note making (MP3) – I then changed from just reading my work to making notes for each chapter. I share my notes with my study group via Telegram. We ask each other questions (audio voice recoding) via Telegram and each of us responds."
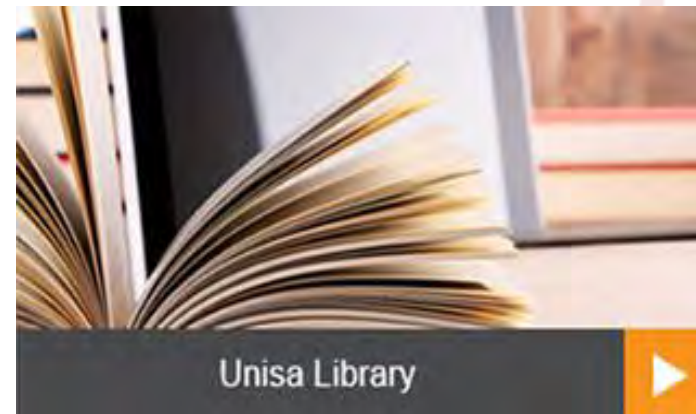
STUDY AT UNISA BOOKLET & VIDEOS

- https://www.unisa.ac.za/sites/myunisa/default/Study-@-Unisa/Prepare-for-study-success

UNISA VIDEOS : KNOWLEDGE IS POWER

Support services at Unisa

Application & registration

Going digital

Unisa Library

CONCLUDING COMMENTS

- Value your studies and modules – gain more course satisfaction
- Show commitment and monitor your effort
- Set realistic goals (SMART goals) for each of your modules
- Ensure that you <u>understand your work: use collaborative platforms</u>
- Create time for studies (Prioritise)
- Take care of your wellbeing while studying.

REFERENCES

- Pavel Durov & Nikolias Durov – Developers of Telegram
- Zanaton, H. Iksan, & Sumaiyah, M. Saufian (2017). Mobile learning : Innovation in teaching and learning using telegram . International Journal of Pedagogy and Teacher Education (IJPTE) , Vol 1,
- Gon, S., & Rawekar, A. (2017). Effectivity of E Learning through WhatsApp as a teaching tool. MVP Journal of Medical Sciences V4(1)19-25.
- MS Team Tutorial Classes, 2020