UNIVERSITY OF NAIROBI

PLENARY SESSION ADDRESS
FOR DISTANCE STUDIES STUDENTS

BY

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TARGETS

INFORMATION FOR DAECD, BAECD, B.ED (ARTS) & PGDE ,MAPE & MDE STUDENTS

EDUCATIONAL STUDIES

SCHOOL OF CONTNUING AND DISTANCE EDUCATION

DEPARTMENT OF EDUCATIONAL STUDIES

OVERVIEW

* Happy 2021 and welcome back to University of Nairobi

* Once more ,because of COVID 19 pandemic we are taking our classes remotely.

* We are in the Third wave and it more lethal than the second wave.

* This has implications on our service delivery since face to face services are affected and online services also has its many challenges but you are getting accustomed.

COVID 19 AND ITS CHALLENGES HIGLIGHTS FROM VC SPEECH 27/03/2021

The VC speech is derived from the Presidents Pubic Order No.2 2021

Facing the Third Wave of COVID 19 Pandemic we continue being vigilant in observing the COVID 19 Preventions and Control measures.

Everybody to take all necessary precautions.

All teaching and learning at UoN to continue online except College of Health Sciences.

CONT'D

* The director ICTC to facilitate staff and students in upscaling the uptake and utilization of online learning.

* Students to vacate the University hostels by 28th March 2021 by 10.00am.

* All members of staff to continue working from home with effect from 8.00am,Monday 29th March 2021.

UON VC REFORM AGENDA

Vice Chancellors Professor Stephen Gitai Kiamas Reform Agenda are still in place and we need to adhere to them;

* **Agenda Number 1: Data-driven management**

* **Agenda number 2- Governance**

* **Agenda number 3- Curriculum Reforms**
  Embark on the path of fit-for-purpose training.

* **Agenda number 4- The financial reforms.**

* **Agenda number 5- People focus**

How we learn and Teach During COVID- 19

- All have to adjust and become perfect in the '*New Normal*'

- We continue using electronic devices and relying on electricity and internet for much of our services in School and at home.

- We will continue learning and productive sharing information using the following platforms:

- **Zoom**   Google Classroom

- Microsoft teams   E-Class

- **Somas**   Blackboard collaborate

- Engaging over email   Phone call/SMS/**WhatsApp**   etc

Enhanced online interaction

* You have to adjust to new ways of doing things especially working online
* You have acquire or update your devices you accommodate your learning endevours
* adapt to new learning systems.
* Learners change from passive to active learner.
* They need more support from their tutors and administrators .
* To acquire good study habits and good characteristic identified as important in 21st-century society.

What is happening on the Digital Space?

* The US e-learning market could grow by $12.81 billion between 2020 and 2024.(Source: Market Research)

* Statistics on e-learning in the United States indicate that 63% of high school students in the US use digital learning tools daily. Also, 45% of elementary school students make use of at least one digital learning tool every day.

contd

How about middle school students?

* Well, 64% of them make use of one digital learning tool daily.

* What's more, a good percentage of American graduates (52%) and undergraduates (39%) consider online learning better than classroom learning. Hence, there is a growing importance for e-learning in the US.

Challenges

Teachers

- many teachers, the workload
- spending extra time with students
- Increased workload.
- Working at home adjustment ie spouses, kids, pets, work, homeschooling, and the crushing anxiety.

students

- No electricity/ internet /data bundles
- Learning spaces/where are you taking your courses from? Interfering with peoples privacy/lack of adequate spaces
- Discomfort with technology

* Bored
* Overworked /fatigued
* Loosing contact with students.
* But learning new pedagogical concepts and democratize teaching.

* Loneliness hence losing direction .
* student and also still employed
* adjustment having spouses, kids, pets, work, homeschooling, and the crushing anxiety

TUITION

- Tutors will conduct tutorials using online learning tools and following the Online Tutorial Session timetables.(Already with students and tutors

- Students should follow the tutorial schedules as shown on their respective timetables.

- The Class representatives and subject representatives are requested to be in touch with the subject tutors and the university administration .

- If a tutor fails to conduct a tutorial session, the subject representatives(UoN Staff assigning links) should inform the DES administration so that issue is investigated.

*

CONTD

- Students should ensure that they consult their tutors on any area of concern regarding their subject units during and after the residential session period
- There will be no physical residential session(This will be reviewed) but online Tutorials and interactions will be through the use of online learning tools ie google meet, google classrooms, tutorial support whatsupp groups and the university's multimedia portal where study modules are posted among other learning support services.

TERM PAPERS

* All B.Ed. (Arts) students are required to submit term papers to the lecturers whose names and emails are indicated on the teaching list.

*Terms papers are to be submitted before sitting for the end of semester examinations.

*For students submitting term papers, ensure that you write down the following:

*1.   Your name

*2.   Registration number

*3.   Course code and title & Course tutor

Term Paper Submission

1.We encourage online submission/e- Class/emails

2.When the situation changes, you can submit at the following points:

1.   Kisumu Campus   2.Mombasa Campus

3.   Nairobi Learning Centre   4.Kikuyu Campus

Note: Anytime you submit assignment anyway, ensure you sign on assignment registration list which will be in all the stated centres.

Note: that HIV/AIDS and Communication Skills course units have no term paper or CATS component. Hence it will be examined by end of semester exams only.

Term papers cont'd

4.There will be no Cats.

All students will do papers until the situation changes

5. Incase you missed a CAT or term paper somewhere in the **process ,kindly take advantage of this opportunity and do all the term papers you missed** from previous years.

EXAMINATIONS/CATs

* The End of Semester Examination dates have been set **for April/May 2021** and the timetables will be shared once approved by the university management.

* Students should ensure that they register and confirm the **course <u>units</u>** they have paid fees for as they prepare to do exams.

* Students are required register for courses as they start new semesters.

*

4.
ACCESSING OF STUDY MATERIALS

* Students can access the Study materials online through the University e-learning portal learning.uonbi.ac.ke and in print at after the University resumes all daily functions.

* The Study Units for B.Ed.(Arts) and PGDE programmes are available on the e-learning web portal of the University of Nairobi.

* Students should learn how to access them.

* For assistance in accessing ICT services, email :**ict@uonbi.ac.ke or get in touch with the administrator DES for assistance.**

5.TEACHING PRACTICE

* The Major teaching practice session is scheduled for the 2nd School term from May to July 2021 for students who will have completed Part IV of study and PGDE students who have completed their semester I and are ready for TP.

* More information will follow as the University monitors the situation.

* Meanwhile no materials will be issued in April as the University has no staff working in offices.

TP CONTD

* Students who qualify to go for Teaching Practice are required to be up-to-date with their fee payments and must indicate the amount of fee paid on the application schedule.

* They should also attach a sketch map showing the location of the T.P. school from a major shopping centre.

* The T.P. school must be on a main road or near market centre for easy accessibility.

TP CONTD

* Students scheduled to go for T.P. will collect the following TP materials **when University reopens offices** :

1.   6 (six) timetable sheets

2.   1 student handbook

3.   2 lesson plan books

4.   1 supervisor's record sheet

* Students on TP will be expected to ensure that supervisors check and approve their schemes of work when they visit the student in the school.

TP CONT'D

* They should ensure that they are supervised at least 4 (four) times (at least 2 times in each subject) during the term.

* For further issues concerning DES Teaching Practice, you will be guided by DES TP coordinator–Kukubo Barasa

* While for Adult and Community Development there is practicum.

THESIS/PROJECT REPORTS FOR POSTGRADUATE STUDENTS

* The Graduate School has been tasked to ensure that all postgraduate students submit the full text of their theses/project reports in soft copy in addition to the hard copies.

* Furthermore, postgraduate students will be required to give consent to have their works uploaded on the Digital Repository. The consent form or Deposit Agreement is attached to the policy document as Appendix I on the University website.

7.

PAYMENT OF TUITION FEE

- Students are reminded to pay their fees in good time in order to receive services in keeping with the rules and regulations of the University of Nairobi regarding fee payment.

- No student will be allowed to attend lectures or sit for examinations before paying full fees for the course units taken.

8.COMPUTER FACILITIES

* University Computer facilities are available for students whenever University is opened at the Main Campus, Kikuyu Campus ,Kisumu Campus, Mombasa Campus and Nairobi Main Campus library and other points the ICT staff will guide you.

* Students who want to use the computers as individuals only need to show their identity cards to the computer laboratory attendant.

9.ONLINE REGISTRATION

* All students of the University of Nairobi are required to register for courses online.

* Students can also receive services such as provision of fee statements, Examination cards and examination results through the UoN student portal

* SMIS goes through several changes to ensure quality services to all students.

* Quality service goes with payment. Ensure you pay your fess on time.

* .NB: You have all been guided on the system. Kindly listen keenly and follow instructions.

10.EXAMINATIONS/RESULTS

- Examination results are available on SMIS for B.Ed. (Arts), PGDE, Diploma in AECD and Bachelor of AECD students .Kindly ask for your updated examination results .

DES has staff in the examination office.

In case a student receives results with errors, he/she should follow up with the examinations officers:

10. CONTD

* Note: Kindly remember to follow your examination issues with official email to DES staff concerned and not through WhatsApp Or other social media platforms.

* Kindly note that University of Nairobi examination results are not discussed on social media/WhatsApp etc.

10.CONTD

* Remember that the SMIS does not allow students who have not registered for course units online to access their results.

* It is therefore important for students to register for course units online within 3 months from the beginning of the semester, in addition to paying fees.

* Also during Residential session those checking their results should seek assistance at the coordinating office(For now there is no coordinating office. All services are online).

IDENTITY CARDS

* Request for ID is now done online and you have gone through all those various trainings.
* Any student can access their ID cards at Kikuyu Campus, Educational studies Records Office, School of Continuing and Distance Learning**(but now offices are closed).**
* Use online services more often.

11.MEDICAL SERVICES

* Arrangements are always made for medical services to be given to students who fall sick during the campus based residential session. Students can visit any of the student clinics at the university where you will be treated on production of your Student ID Card.

* For emergencies in Nairobi Learning Centre, there is always an ambulance to take the sick to hospital provided that complete information is provided about the sick student in for cases near Main Campus, the emergency telephone number will be 0722443177. For students in Centres near Kikuyu Campus, the telephone number will be 0724724371

CONTD

* During the on campus residential sessions Students at the Regional Learning Centres can seek treatment at a nearby Government health centre and make claim for refund by the University thereafter.

* Note that such cases must be reported to the Resident Lecturer in charge of the various campuses (Kikuyu, Nairobi, Mombasa and Kisumu) who must authorize in writing before treatment is sought as the letter of authority will have to be attached to claims that may be made later.

13.exemption from sitting exams

* Please note that students are required to sit for all examinations for the course units for which they have registered.

* In case a student is unable to sit for an examination session with good reason, the student should write a letter to the Dean, SCDE and copy to Chairman-DES requesting to be granted permission not to sit for the exams.

14. Support during sessions(Online)

* UoN Learning Centre(Nairobi Kisumu and Mombasa including Kikuyu Campus are CLOSED hence no face to face learning

* Students should report any problems encountered during a residential session now online to the Administrator for further necessary action.

* UoN ICT services are also available through UoN ICT offices/helpdesk .

15.BIOMETRIC STUDENT REGISTRATION

It is compulsory for biometric details of all students to be captured on the University student's management systems.

* More guidance will be given by the administrator .

* For now the offices are closed hence no Biometric services for April Residential session.

16.ONLINE COMMUNICATION

* There is need to communicate with the University, your lecturers, your students and other stakeholders. But, the communication has to be properly channeled.

Tips on how to communicate effective

* Check on the relevance of what you want to say

* The timeliness of the information

* Who it is directed to?

* The context of the communication

16.CONTD

* Is it general or personal communication
* Does the officer has the mandate to respond to the inquirer
* What is the University of Nairobi policy on communication
* Is the message posted in the right forum or platform
* Check your message first on any errors, omission, and repetition and tone before you post.
* Avoid forceful communication and commands.

17.UNSA ELECTIONS

* University of Nairobi Student Association (UNSA) newly elected leaders took the oath of office on November 19, 2020 in a ceremony presided over by the Vice-chancellor, Prof. Stephen Kiama.

* DES students did not meet the threshold to elect their leaders in January-February 2021.

CONCLUSION

* The Department is moving on well and managed to scope number one in 2019/2020 Performance Contract out of 66 departments in the university.

* We are focused and as some aspects of the University reforms may affect our department, the services to the DES students in all programmes will not be affected in any way.

* DES official communication is the Departmental emails **des-studies @uonbi.ac.ke**

What is Essential now..

* **Remain Calm, Measured and Respectful.**

* **Hard But it is Necessary To Forgive Oneself and One's Peers ,tutors and other related service providers When We/They Failed at Times to serve you to your satisfaction.**

Thank You