

# Selecting and implementing appropriate digital tools



# The challenge



# With so many tools available, how do you choose?



# Steps in a consumer's strategy for *most* good decisions

1. *Figure out your goal or goals.*
2. *Evaluate the importance of each goal.*
3. *Arrange the options.*
4. *Evaluate how likely each of the options is to meet your goals.*
5. *Pick the winning option.*
6. *Modify goals (later).*

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Oh, but wait! What about...

*... the learners????*

# Steps in an educator's strategy for choosing digital tools

1. *Figure out **your goal or goals and those of your learners.***
  - *e.g. Who are they? Why are they learning? What are their learning goals?*
2. *Evaluate the importance of each goal.*
3. *Arrange the options.*
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# What could be potential goal(s) for digital tools?





# Potential goal(s) or criteria for tool choice

- ◆ functionality
- ◆ accessible from anywhere
- ◆ must offer mobile options
- ◆ easy use for the trainer
- ◆ easy use for the learner
- ◆ low cost or free of charge, pricing model
- ◆ provides customisation options
- ◆ enhances learning
- ◆ supports (a)synchronous learning
- ◆ fulfills GDPR or other security requirements
- ◆ aligns with company policies
- ◆ should offer a gamification component
- ◆ options for learning analytics
- ◆ no coding skills required
- ◆ scalability (for how many learners/trainers can you use this tool?)
- ◆ availability of tutorials - how to use the tool
- ◆ others?

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# Where to look for options (digital tools)?

- ◆ What are you/your school/your institution already using?
- ◆ What are your learners already using (consider social media behaviour, access to messengers, ...)?
- ◆ personal recommendations from colleagues
- ◆ the [Cur8 Toolbox](#)
- ◆ EdTech reviews (e.g. on [EdSurge](#))
- ◆ webinars and tool presentations offered from professional training associations (e.g. [Digiprof series by erwachsenenbildung.at](#))
- ◆ the annual list of [Top Tools for Learning](#) (with its own section on workplace learning)
- ◆ (mostly US-based) *tools* newsletters such as [Wonder Tools](#), [Friday Finds](#)
- ◆ others?



# Further details to consider

- ◆ There are a so many free tools available. Those that are not free, often offer education discounts or down-graded free options (“freemium versions”).
- ◆ You will have to gather your tools for a streamlined learning process. It’s important that your tools work together and help you facilitate your learning delivery process.



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# References

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