



# Using WebLearn to support tutors and students

## Department of Biochemistry

**WebLearn provides an integrated environment for tutors, not only to share information and resources with their students, but also to access materials for their own professional development.**

“It needs to be easy for staff to update their WebLearn areas. We have provided a home page template which simply requires them to edit the content and upload the new resources.”

Dr Mark Wormald  
Associate Director of Teaching,  
Dept of Biochemistry

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### Background

The Department of Biochemistry (Medical Sciences Division) has been using WebLearn from the time that the VLE was implemented (Old WebLearn), and was one of the early adopters in moving to New WebLearn in 2009. The department uses WebLearn extensively to provide information and resources to tutors and students alike.



### Departmental WebLearn structure

The department's local WebLearn coordinators, Dr Mark Wormald and Julian Jordan have set up the department's presence in WebLearn in such a way that anyone, including school teachers and potential applicants can see the main page of each course (first page of each sub-site). The resources (such as uploaded files) are only available to those with a Weblearn login account and are not accessible to the general public or potential applicants. Each course or lecture series has its own sub-site in WebLearn. Each individual course organiser or lecturer is in control of their own area, and is responsible for keeping the material relevant for their courses/lectures up-to-date.

Mark pre-configures each site in an initial state, using a home page with links to the respective folders and files in **Resources**. The secret is to make it as easy as possible to update the information.

Mark says “That's what having ‘[Options](#)’ at the top of the home page does for you – it's like an ‘Edit’ button that allows for easy editing of the home page”.

An illustrated quick guide on how to update lecture information in WebLearn is available to users: “Editing lecture course information in New WebLearn”.

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**Biochemistry - Year 1 - Biophysical Chemistry**

[Options](#)

**Biophysical Chemistry**

**Course Leader**

[Dr M.R. Wormald](#)  
Room 20.02 Rodney Porter Building,  
Telephone: 75738 / 75793

[Class Problem Sheets](#)

[Revision](#)

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Sub-sites

[At Mol Struc I](#)

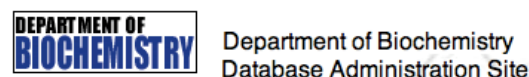
[At Mol Struc II](#)

## Using WebLearn for Teaching

Another valuable use of WebLearn is to provide training and support for new teachers within the department. A WebLearn site is devoted to **Tutors—resources** which includes guidelines and useful information such as tutorial sheets, worked answers and notes for tutors. External links provide support for new lecturers and in a separate WebLearn site: **Tutors—courses**, tutors can access materials and information about a two-stage professional development course. The WebLearn site includes all the course details, resources and exercises on marking and offering tutorials.

## Calendaring and Timetabling

The department maintains an SQL database of all the critical information about courses, lecture times, lecturers, venues etc. Julian Jordan is the Web & Macintosh officer in the department. He explains that the principle is to hold all the information in one central database, from where it can be accessed and presented in various formats for different purposes. The departmental timetable is maintained in the database, and can be fed into WebLearn sites, WebLearn calendars, and mobile devices.



### Timetable Menu:

- Edit Paper Titles
- Add/ Remove Lectures
- Edit Lecturer List
- Edit Locations
- Edit Lecture Details
- View Lecturer Timetable
- View/ Edit Lecture Groups
- View Reports
- Return to Main Menu

Edit view for departmental administrator

User view for staff and students

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### Timetable for Week 2, Michaelmas Term, 1st Year.

Week Term Year

If required, make another selection and press Go...

	9.00	10.00	11.00	12.00	1.00
Monday	Organic Chemistry Intro. Organic Chemistry Prof. S. G. Davies Museum	Mathematics & Statistics Principles of Mathematics Prof. E. F. Garman Physiology	Biological Chemistry Biological chemistry of elements Dr D. A. Harris Physiology		
Tuesday	Organic Chemistry Intro. Organic Chemistry Prof. S. G. Davies Museum		Biophysical Chemistry Classical and quantum mechanics Dr M. Wormald Physiology	Molecular Cell Biology Basic cell biology Dr C. J. Pears Physiology	
Wednesday	Mathematics & Statistics Statistical Principles Dr D. A. Harris Physiology	Biological Chemistry DNA and RNA structure/chemistry Dr N. Lakin Physiology	Mathematics & Statistics Maths Classes as per notice Various loc.	Mathematics & Statistics Maths Classes as per notice Various loc.	
Thursday	Molecular Cell Biology Genetic analysis in bacteria Dr L. Sweetlove	Biophysical Chemistry Classical and quantum mechanics Dr M. Wormald	Molecular Cell Biology Basic cell biology Dr C. J. Pears Zoology L.R.C.		

The same information can be subscribed to from a WebLearn site calendar, using the **Schedule** tool and the [Merge \(external calendars\)](#) feature:

**Other Calendars**  
 To subscribe external calendars (in ICal format), enter a calendar name and url and click 'Subscribe'.

Calendar Name:

URL:

Calendar Name	Subscribed?	URL
Undergraduate Year 1	<input checked="" type="checkbox"/>	<a href="http://www.bioch.ox.ac.uk/ical/ugradyear1feed.ics">http://www.bioch.ox.ac.uk/ical/ugradyear1feed.ics</a>

Subscribe to the database timetable from the WebLearn Schedule tool

Timetable viewed from the WebLearn Schedule tool

	Mon 8	Tue 9	Wed 10	Thu 11
8 AM				
9 AM	<a href="#">Intro. Organic Chemistry</a>	<a href="#">Intro. Organic Chemistry</a>	<a href="#">Principles of Mathematics</a>	<a href="#">Genes 1.- Fundamental</a>
10 AM	<a href="#">Principles of Mathematics</a>		<a href="#">Biological chemistry of elements</a>	<a href="#">Classical and quantum mechanics</a>
11 AM	<a href="#">Biological chemistry of elements</a>	<a href="#">Classical and quantum mechanics</a>	<a href="#">Maths Classes as per notice</a>	<a href="#">Basic cell biology Dr A. Woollard</a>

### More information:

Contact Julian Jordan ([julian.jordan@bioch.ox.ac.uk](mailto:julian.jordan@bioch.ox.ac.uk)) or [weblearn@it.ox.ac.uk](mailto:weblearn@it.ox.ac.uk)

Julian Jordan and Jill Fresen , August 2012

