

# INTRODUCTION

Welcome to Digital Skills for Learning Online, My Tools for Online Learning!

This module focuses on the skills needed to feel comfortable using technology in online courses.

You will be introduced to online applications such as D2L, Zoom, OneDrive, Word Online as well as online etiquette when using discussion boards and sending emails. Then, you will have an opportunity to know about technical support available for UCalgary Continuing Education students. You will use throughout the module your previous experiences as a learner to make new connections and to put into practice your new knowledge.

The module is comprised of short videos, activities, and quizzes designed to guide you through the initial steps to being successful online. Use the module's handouts to write down all your ideas and plans for your next learning adventure.

Finally, make sure to take the knowledge check to evaluate your understanding of the material covered in this module. Time to jump in and get started!



**UNIVERSITY OF CALGARY**  
CONTINUING EDUCATION

## DIGITAL SKILLS FOR LEARNING ONLINE

### MY TOOLS FOR ONLINE LEARNING

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