Handbook for the MOOC-GAP participants

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I/ GENERAL COMMENTS ON THE MOOC

What's a MOOC?

MOOCs ("Massive Open Online Courses") are interactive online courses open to all. They represent an opportunity for everybody with an access to internet to study various subjects (there are currently 2,500 different MOOCs) and eventually to receive diplomas or academic credits. They are therefore not simply a succession of long videos but are rather composed of short and interactive videos, training quizzes, homework, online exchanges between the participants and with the professors.

The MOOCs are usually hosted on platforms created for this purpose such as edX, Coursera, FUN, Future Learn, etc. The MOOC-GAP is hosted on the Coursera platform.

What's the purpose of the MOOC-GAP?

This MOOC aims at providing everyone interested by nature conservation (whatever their status and experience and whatever level they want to reach) with an opportunity to learn on the management and the governance of protected areas (in particular in Africa but not only). The idea is not that all the participants will pass the exams and validate the MOOC but rather that everyone will use the different elements of the MOCC as it suits them. Some may want to pass all the exams and receive a certificate while others may prefer to browse the course and learn about some specific topics or have a general understanding of the main concepts related to the management and the governance of protected areas.

What's the MOOC-GAP program?

This MOOC on protected areas management and governance is composed of 7 thematic modules. Each module consists of 8 videos (one introduction, 5 thematic videos, one video on an international convention related to protected areas and one conclusion), optional quizzes and an exam (a long quiz or a peer-review exam). In addition, readings are recommended for each session and some course summaries are provided. The program of the MOOC is summarized below. The detailed program can be read on papaco.org/moocs.

Module 1 Protected areas: concepts – definition - categories
Module 2 Planning of protected areas
Module 3 Governance of protected areas
Module 4 Effectiveness of protected areas
Module 5 Specificities of protected areas management and governance
Module 6 Financing protected areas
Module 7 Topical themes related to protected areas

I work / I'm a student / I'm a teacher / I have experience working in PA / I have no experience working in PA: is this MOOC for me?

A MOOC is, by definition, open to all. Whether you have experience in the management of protected areas or not, and whatever your professional status you probably have a good reason to participate.

Obviously, those who are familiar with the subject will certainly need to work less but, with work and efforts, everybody can validate the course. 4 to 5 hours of work per module should be enough for an average participant to understand the main concepts of the course and pass all the exams.

You work in a protected area and want to increase your knowledge or gain in recognition? Follow the entire course and pass the exams.

You are a student? Consider the certificate but also to the ECTS credits you can earn with the on-site exam (see page 7).

You are a professor in PA management / natural resources / sustainable development, etc.? Feel free to use the resources of MOOC for your classes, to show the videos to your students and to send them the summaries.

You think you have enough degrees and/or no need for recognition? You can still watch a few videos that you chose according to your main interests.

I participated to a previous session of this MOOC, can I register again?

Everyone has the right to participate, including former participants of the MOOC-GAP. In fact, being a former participant would rather be an advantage for you because you are already familiar with the course. Just make sure you use your previous login details.

II / ABOUT THE COURSERA PLATFORM

How to Log in?

If you have never participated to a MOOC on Coursera before, you need to create an account by clicking on "Sign up" on the Coursera page.

If you already have an account, simply click on "Log in" and enter the email and password with which you registered (if you participated to an earlier session of the MOOC you already have an account).

NB: do not click on "Sign Up" after you already started the course; you must not create a 2nd account (see next question).

I signed up a second time with a different email address: what should I do?

Coursera automatically considers that one email address = one individual. If you do some of the exams with one account and the rest with a different account, we will not be able to take all your grades into account. Make sure you do not create a second account.
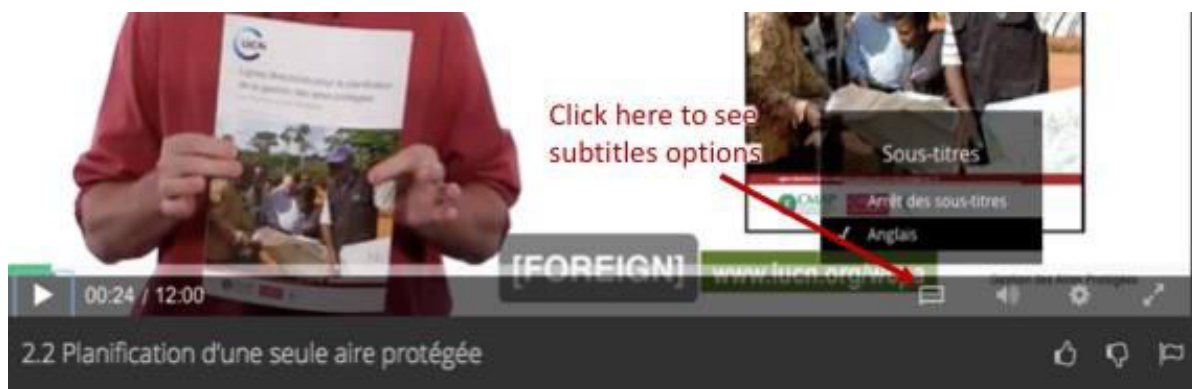
My internet connection is too weak, what can I do?

If your connection prevents you from watching videos in "streaming" (directly on the platform) in a normal quality, you can choose to watch them in streaming in low resolution or to download them (see image below). Videos are usually not too heavy (11MB) and therefore fairly easy to download. If it is still too much for your internet connection though, you can download the very low resolution videos that can be find at the end of each module. Be aware that this is only advised in extreme cases, as the quality of the videos is very low.

How to add subtitles?

To add subtitles, click on the sign "Subtitles" (see image below) and choose the language in which you want to view subtitles.

How can I check my grades?

To see your grades, go to "devoirs" on the left side of your screen. You will see your progress (how much exams have you done out of the 7) and grades. The exam-quizzes (3, 5, 6 and 7) are graded instantly and automatically and you will therefore see your grade as soon as you finish the quiz. For you peer-assessed exams, however, you will need to wait until the end of the correction period (which will vary upon peer-reviewers availability).

III / EXAMS AND QUIZZES

How do the peers-assessments work?

MOOCs rely heavily on the assistance of all participants to assess their peers. Exams 1, 2 and 4 are "peer-assessment", which means that for each of these exams you will have a double task: write your own exam and assess the exams of three of your peers. To do so, you'll have access to the correction and it won't probably take you more than 5 minutes to review one exam.

Even when they have access to the correction made by the professors, evaluators can make mistakes. The fact that there are 3 of them usually compensates for individual grading errors. However, if you think that the grade you receive is far from reflecting the quality of your work (4-5 points missing), you can contact the MOOC-GAP team.

What grades do I need to pass the MOOC?

Contrary to the first session of the MOOC it is not the final average grade that matters but your score at each of the quiz. To pass the MOOC one must get at least 60% at each of the 7 exams.

Why and how to validate the MOOC?

If you successfully pass all 7 exams, you may receive a free certificate from IUCN (once you have passed all the exams, send an email to [marion.langrand@iucn.org)](mailto:marion.langrand@iucn.org) or, alternatively, you may pay for Coursera's certificate

Even if you didn't receive an online certificate, you have the opportunity to take an on-site exam. This exam will most probably cost 60€ (price for the exam in February 2016) and will take place at EPFL and within the "campus numériques francophones" of the AUF (this doesn't include the "campus numériques francophones partenaires" : https://www.auf.org/implantations/?region=&type=Campus+numérique+francophone. There should be two sessions of this exam this year (to be confirmed). Participants who get more than 4/6 at the exam will receive a certificate from EPFL as well as two academic credits (ECTS). ECTS credits are recognized by all universities of the European Union and can be used for equivalence; more info on ECTS credits at http://ec.europa.eu/education/ects/ects_en.htm. In addition to these academic credits,

what makes the value of this certificate is the fact that it's awarded by EPFL directly and is based on an on-site exam which is more "secured" and better recognized than online exams (ID checking, limited time, no access to online resources etc.).

IV / ADDITIONAL DOCUMENTS

Besides videos, exercises and assignments, each module includes recommended reading to help you deepen your understanding of the course as well as summaries of some courses.

Readings are listed at the end of each week's page.

V / EXCHANGE WITH OTHER PARTICIPANTS AND WITH THE MOOC-GAP TEAM

Although the courses are completely online, we try to maintain maximum interaction among the participants and with the MOOC-GAP team.

If you have questions or would like to discuss any topic related to nature conservation you have several options:
- the MOOC forum (thank you for posting your questions / comments in the appropriate sub-forum and trends),
- the MOOC Facebook group, and the live *chats* that will take place every month (you will receive an email a few days before each *chat*).

You are also welcome to create national or regional groups on the forum and on Facebook (thank you for adding a PAPACO member if you create such a group on Facebook) and to organize meetings with your peers.

Finally, to remain informed of our latest activities, you can follow the Facebook and twitter accounts of IUCN PAPACO, regularly visit the www.papaco.org website and subscribe to the **NAPA** letters (by sending an email to geoffroy.mauvais@iucn.org).