



Some examples of using One Drive in establishing more interactive cooperation of students, teachers and parents

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Abstract: *This paper will present some opportunities offered by cloud service OneDrive, through examples of good long-term teaching practice in High school "Takovski ustanak" in Gornji Milanovac. The areas covered are: evaluation and self-evaluation of students' and teachers' work; exchange of good teaching resources, work on projects and cooperation with parents. The aim of this paper is to introduce the opportunities and positive effects of the appliance of OneDrive in education to the wide audience of teachers and to encourage them to apply it in their work and contribute to their professional development.*

Keywords: *(self)evaluation; project; good teaching practice; cooperation.*

1. INTRODUCTION

The modern teacher has the task to constantly monitor and implement the new information technologies in working with students. The possibilities for application of Cloud computing are endless. What remains to us, the teachers, is to devise ways to implement ICT as much in our daily work.

In the next section, an example of the application of resources offered by the OneDrive will be shown. The method described in this paper is in use for several years. The explanation of the examples includes the advantages of this kind of work and it gives the other teachers the idea how to use OneDrive in the same or similar way.

2. THE APPLIANCE OF ONE DRIVE IN EVERYDAY ACTIVITIES IN SCHOOL

2.1 Description of OneDrive service

OneDrive is the free Microsoft service that enables storing documents in the “cloud” (cloud computing). Storing data in the cloud allows you to always have a backup copy of your data, but also to access documents from any device and from any location. You can share files and folders so other people can edit, view, or comment on them. There are several ways to use Google Drive: using a browser (go to drive.google.com), downloading the app (for Android or iPhone/iPad), downloading the desktop app to automatically sync files from your computer. You automatically get 15 GB of storage for free and you can buy

more storage. All these files can be accessible the public on the Internet or be integrated on your website or blog. OneDrive can be used as online Office applications such as MS Word, Excel and PowerPoint, and offering additional features such as online surveys and questionnaires, calendar. There is a possibility that the same document can edit multiple people simultaneously, and you can assign people the rights to view or edit document as desired.

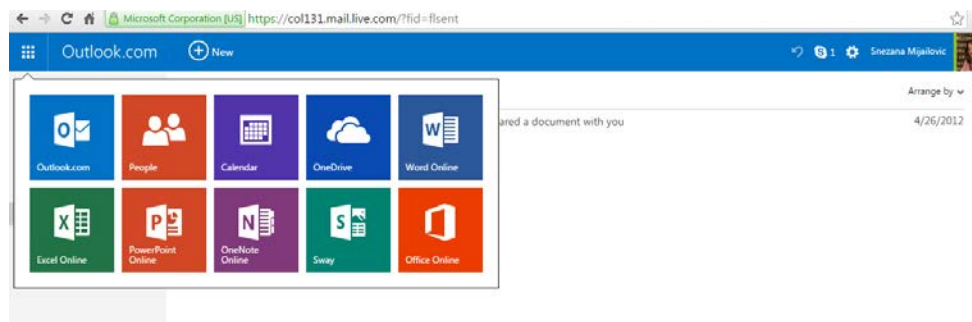


Figure 1. *One Drive environment*

2.2 Using OneDrive in evaluation of student achievements

According to the legal regulation the process of monitoring and evaluating student progress should be a continuous process. The focus of this process should not be a teacher and his/her obligations that is faced with but the student who needs to become aware of his work and progress during the educational process.

The possibilities of OneDrive system can be helpful. The disk space in the "cloud" can be used for data storage. In addition, we have complete control of who can and who can not see documents or entire folders with documents. There are folders with the names of students who are registered in the contact list. Each item of student work is stored in the appropriate folder. A folder is shared with a particular student and all the contents of that folder is visible only to the student. This concept of work allows us to greatly differentiate and individualize their work. In particular, it relates to homework. In the students' folder is a task that is created based on the students' abilities but on the other hand contains stimulus for his/her progress. The student works using programs like MS Office or works on paper that is scanned and placed in the Cloud. They get instant feedback with guidelines for troubleshooting, if they exist. In this way the work is adapted to each student or group of students because it is based on the students' work, respecting their individual abilities, skills and aptitudes. In accordance with that, the teacher adjusts the teaching content, requirements, methodology and methods of work. All this is a condition for the elimination of low efficiency of teaching and educational work in general.

Another important area of work is the evaluation of student achievement - designing knowledge tests and control tasks. After making tests teachers evaluate their result. Cloud computing applications additionally provide more efficient work and opportunities for students to learn from their mistakes. After the examination of the papers, teacher scans and places the papers in the appropriate folders in the cloud whose contents only the particular student can see. The student can immediately carry out an analysis of his/her work, notice the errors and study further the sections of the course in which there are weaknesses. So, in the first place there is an individual analysis of the test and only after that a collective

analysis of the test is doing in the classroom. A very important advantage of this kind of work with students is that students have access to all of the work during a school year and they can constantly go back and re-analyze them. On the other hand, the teacher has a personal collection of students' tests in electronic form that can easily access, analyze and based on the results teacher can plan and program his/her work but also work to address the identified shortcomings.

2.3 Using One Drive with projects

Another aspect of using cloud computing is writing seminar papers or doing project activities. While doing these kind of activities, the students have the task to break the complex problems to simple parts and each member of a team does the part that is in accordance with his/her affinities and abilities. Cloud service enabled a new approach to students creative process of creating common documents. The possibilities of public sharing and editing of documents are of great importance for students and their projects, and they are more effective, original seminar papers and projects are easily completed. Students mostly use OneDrive in their projects and seminar papers and this is established standard.

2.4 Using One Drive at exemplary classes

The regulations on the professional development of teachers, concerning the development in the institution, provide the obligation of professional training for a period of 44 hours, including the performance of the exemplary classes and presence to them. Exemplary class is an example of good teaching practice in terms of appropriate usage of innovative methods and forms of work with students. The fact is that teachers are not coping well with this requirement and often do not know how their class should look like to be called exemplary. For this reason, the exchange of experiences in performing exemplary classes among the teachers all around is very valuable. The following picture (Figure 2) presents the materials which are placed in the cloud and can be accessed using this link [13].

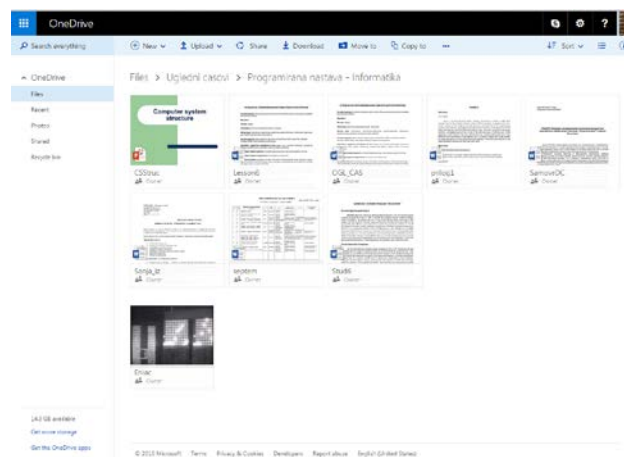


Figure 2. Exemplary classes' materials

The materials that are included are very extensive and includes the month teaching plan, teaching material for the class (presentations, text documents, video files), self-evaluation

report of teachers (self-evaluation and correction) and the reports of the pedagogue and all of the teachers who were present in the class. In this way, evaluation and self-evaluation of the students and teachers are being done that provides professional development of the teachers inside the institution, but using a cloud service, the professional training receives a broader context - the possibility of easier access to these resources helps teachers who experience difficulties in organizing this kind of class.

2.5 Everyday communication between a homeroom teacher and parents using OneDrive

Good communication between a homeroom teacher and a parent is very important to ensure monitoring the progress of students. OneDrive, with its resources offers the possibility of daily communication via an email address. In order to support parents, the school organises workshops first, where they receive detailed instructions on access to information related to their children (success, absenteeism, list control exercises and written assignments, notices regarding parent-teacher meetings...). All parents of students who have submitted an email address have access to OneDrive group formed for the department which the student belongs. The parent has access to data that shows the achievement of the department and the folder in which there are information about all students, but each parent has the access only to folder containing the information about his/her child. A parent can see the achievement of his/her child and two forms: a notification for homeroom teacher and for a parent. The notification for the homeroom teacher is filling in the following manner (Figure 3):

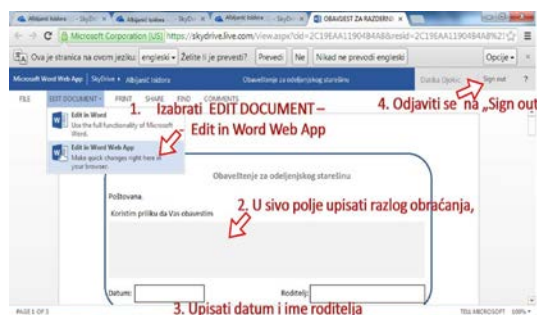


Figure 3. Data about the student

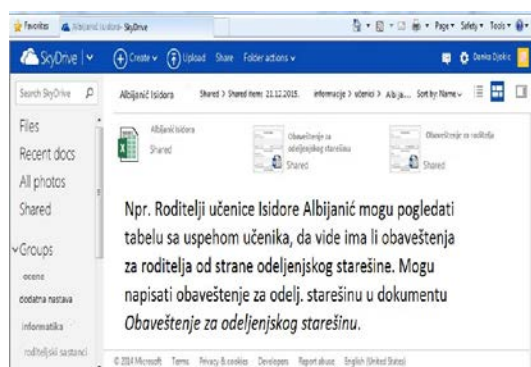


Figure 4. Notification for the homeroom teacher

This way of communication between parents and the homeroom teacher is very comfortable and above all free. Almost all parents have access to the Internet via desktop computers, tablets or, at first, smart phones and that's why they can often be in contact with homeroom teacher and found out important information about achievements and behavior of their child. Of course, considering that this is only a possibility, but not the obligation of the teacher, the teacher is someone who determines whether or not use the cloud service.

3. CONCLUSION

The development of the modern society demands from each individual constantly to improve knowledge and skills of ICT in everyday life. Considering that the modern man is still in a race against time, given examples of applying service OneDrive in everyday school activities describe that very easily and with minimum effort, the activities of teachers, students and parents can become much easier and faster and responsive to all actors, in order to achieve a common goal: the constant improvement of students. Applying the above service, communication between teachers and students achieves a remarkable level because there are the great opportunities to take the necessary corrections opening up the new opportunities for professional development of teachers through easier and more effective exchange of best practices, while cooperation between the parents and homeroom teacher, which is performed if necessary, takes on a higher quality, taking into consideration that it is a common occurrence, due to lack of time, the parents are not always able to follow the work and progress of their children. The above examples are just a few of the countless possibilities offered by this service, and what is its greatest quality is that it allows greater interactivity of collaboration between the student-teacher, parent-teacher and vice versa. We hope that the examples given in this paper will stimulate teachers to implement some of their ideas in this or a similar way.

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