Selection of tools for senior peer learning

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The objective of the report is to create a preliminary list of tools that can support further development towards PEER Learning Package. It aims at current and prospective social networking systems' (SNSs) operators and institutions (organisations). It includes the tools that can be either used as SNS or/and that can support / develop existing SNS. The report draws on the current research of PEER Project and refers directly to the users responses (both end-users and operators). It describes the methodology for tools selection and lists the functionalities of tools that derive from the participatory workshop. Further it shortlist the possible solutions and discusses the pros and cons of the selection.

I. Background

Definitions

Within the PEER project several specific terms need to be described to ensure the common understanding of the terms used throughout the report. Therefore the following definitions will be used in the report:

Opensource (Free and Open Source tools) is software that is liberally licensed to grant users the right to use, copy, study, change, and improve its design through the availability of its source code [1]

Web 2.0 tools and services are defined as web applications that enable information sharing, interoperability, user-centered design and collaboration on the World Wide Web. A web 2.0 service allows users to interact and collaborate with each other in a social media dialogue as creators of user-generated content in a virtual community [2].

Social Networking Systems (SNSs) are defined as web-based systems, platform or sites that allows individuals to create their profile and share ideas, activities, events, and interests within their individual networks. Online communities are considered as a social network service, though in a broader sense, social network service usually means an individual-centered service whereas online community services are group-centered [3].

Systems are defined as engines that form the basis for the content and users management. They are installed on servers and enable further development of the services;

Tools/ applications are applications that can be (1) integrated within a system to develop/ extend its default functionalities or that can be used and accessed online as (2) services external to the main system and installed on the operators' servers or (3) accessed as a service.

API is an interface that enables software or operating systems to interact with other software. API allows developers to build their own integrated applications that uses routines, data structures, object classes and variables [4].

Plugin/ Add-ons is a set of software components that adds specific abilities to a larger software application. Add-ons enable customizing the functionality and are often

considered the general term comprising extensions and themes for software applications [5].

Resources

Selection of the tools is based on the results of the outcomes of the two Participatory Workshops held in Glasgow and Ulm [See: D3 pp. 63], results of the survey (description below) and desktop research of services, tools and literature available up to date.

Participatory workshops results analysis

The workshops were conducted with 21 participants overall. Their aim was to gather information about experiences and motivations towards information exchange and knowledge sharing among peers 50+. Participants indicated using online services „for exchange of information and learning" and valued it when the topics were related to their interests, demands and requirements. Participants have enumerated several users scenarios (referred to as „tools" in D3, pp.89) which would foster the exchange of knowledge amongt peers. These scenarios are discussed below in terms of PEER Project feasibility. Most of them concerns rather the learning content which is relevant to the target group than a single technical solution and can be thus supported by various applications and services. Multiple solutions can be proposed to realise them according to individual preferences of a users as well as to the operators' requirements. The use scenarios discussed within the workshops were:

- „*general ICT driven technical support for online applications*": it is understood as a set of hints (eg. prompts, pop-up windows, clues, manuals etc.) to facilitate use of applications. The set of hints depends on the particular tools and systems selected by the operator. When API/ open code allows it can be integrated with a tool;

- „*shopping facilitations eg. price comparisons*": this learning scenario refer to the online services operated by a commercial/ businesses. Such web-services can be incorporated to the „learning scenario" but due to their business model cannot be integrated globally as they most often target local/ regional markets

- „*planning of a journey*": this learning scenario can be fulfilled through various applications and services and by no means refers to a single tool. Also there are commercial websites that offer such a possibility but again due to their business model cannot be integrated globally. However a set of application and web services can be recommended for that particular purpose (see user scenario 1, pp.10).

- „*finding of recipes*": this this learning scenario can be fulfilled through various applications and services and by no means refers to a single tool. Google Receipt search, advance search or online communities dedicated to cooking (eg. http://durszlak.pl that searches culinary blogs) can be of some help as well as tools integrated within SNS or communities (eg. discussion fora, blogs, repositories).

- „*online support for languages*": this this learning scenario can be fulfilled through various applications and services and by no means refers to a single tool. It can include commercial or free services and communities dedicated to languages, open discussion fora, communication

tools (eg. messengers, e-mails, chats, videoconferencing) and productivity tools (eg. whiteboards, mind-mapping tools, collaboration tools, task management), either platform or server-integrated.

Overall the users recommendations refer more to the users' learning patterns and information organisation than to a particular tool/tools. Options indicated (D3 pp. 67) reveal the high interest and demand for internet-based activities but also show the need for greater understanding of the search mechanisms or storing options that are beyond the capacities of either operators or PEER Project. Two aspects had been especially emphasised:

- user-friendliness and general ease of use, although given the heterogeniety of the users' group this is an indeterminate factor.

- security and privacy issues are of high importance calling for developments in the domain of publishing (eg. different levels and security options).

Survey analysis

The aim of the survey was to gather information about system architecture of the platforms in use with the view to prospective system developments. The survey was sent to 70 platform operators, with only 6 responses received by 30.04.2012. The data revealed high diversification of the servers, system and thus services' architecture.

Each platform has been developed with different programming languages and system requirements (eg. php, ruby and coldfusion) so that it is not possible to create one package that fits for all. Also the details that may enable further customisation have not been revealed by the operators. However 5 operators indicated integration with external APIs, such as Google Analytics or plug-ins (eg. RSS feed).

Two main aspects have been drawn up:

- „need for repository": this request can be answered only by the operators as the services they run must contain by default a file storage system. However this requires a lot of accessible storage space that involves considerable investments.

- „communication tools": this vast category of tools can be satisfactory addressed by either web-based or integrated solution within PEER learning package.

Desk research

Analysis of several documents and websites according to the specifications based on workshops' and survey's results led to the composition of a preliminary list of tools that can be used for the further selection, piloting and development. We focused on the literature from the broad domain of e-learning and adult and senior technology-enhanced learning. It was analysed with the view to the tools pedagogical affordances, Web 2.0 features and learning scenarios as well as peer and seniors' online learning. A comprehensive list of references and bibliography can be found on p. 16 and 17 of this Report.

II Analysis

Introduction and methodology

The selection of tools has been based on the adequate analysis of the context, that is end-user and their motivation towards (e)learning in SNSs as well as a careful selection of criteria according to the PEER Project's goals.

Target group characteristics

The group of 50+ SNS participants can be highly heterogenous (D3) in terms of their backgrounds, skills, needs and preferences as well as motivations. The group at large can be rather divided into active and less active seniors taking into consideration their independency, physical impairments and social presence. For both groups participation in SNSs can be a stimulating and fulfilling activity however motivation for engagement can vary significantly.

Two groups of tools selection criteria have been determined: motivational and technical. Each tool has been scrutinised against them, analysed and assigned to the media type (Laurillard, 2003). Also the indicators concerning the level of adaptation have been added. As a result a comprehensive list of various tools has been developed as a baseline for further adaptations.

Pedagogical criteria

There is need for the tools and/or systems that:

 - consider and react to the heterogeniety of a user group;

 - can be adapted for the cognitive capacities of the target group;

 - facilitate groups interactions and socialising both online and offline;

 - support knowledge exchange (eg. taking notes, gathering files and data);

 - facilitate online presence and sense of belonging also in terms of groups and communities participation;

 - boost confidence among participants;
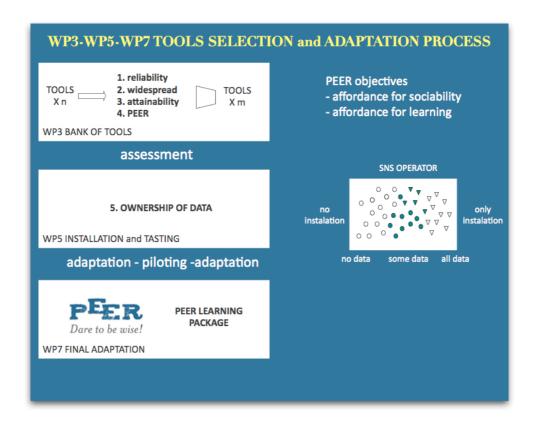
 - provide external support.

Technical and operational criteria

The selection process was based on the screening of the main websites providing information about up-to-date applications, namely Sourceforge.net and Appappeal.com.

Four requisites have been selected:

(1) reliability: stable and tested versions;

(2) widespread: the more users of the tools the greater support and scope for further development'

(3) attainability: open and/or free

(4) PEER factor: affordances for sociability and learning

After initial assessment the tools have been examined according to the fifth criterion (5) ownership of the crucial data by an operator (see Picture 1.)

Picture 1: Tools selection process

Analysis of the tools revealed that for the SNS operators the crucial factor is the ownership of data required to install, run or access the service or application. In that case the applications have been selected as:

– requiring no installation and no data processing;

– requiring some adaptations and some data processing;

– requiring major adaptations and data processing.

Usability criteria will be used at a later stage of the project during the adaptation and integration of the tools to the Peer learning package. They cannot be applied for the tools assessment itself as most of the tools need to be adapted for the particular users' needs.

Media type

Laurillard (2003) proposed a coherent framework for media typology that can support the selection of certain solutions according to the users' needs. Context and learners' profile determine however their exploitation.

Narrative media are used for assimilation or reproduction of content. They can be shared with the others to enable collaboration. They generally support variety of access (visual, textual), can be easily shared and distributed. Examples: whiteboard, wiki, blog, online text and visual editors.

Communicative media facilitate dialog that is a central aspect of learning. Synchronous media (s) draw on a variety of users' skills from spoken communication. Recording stimulates further reflection and immediate feedback can be rewarding and motivating. Asynchronous media (a) facilitate access at users' preferences. Adaptive technologies help overcome disabilities whereas reflection and reviews boost confidence and motivation. Examples: (s) chat, videoconferencing, instant messaging, (a) email, forum, blog, wiki.

Interactive media supports tasks that give response on the users' input. Systems return informations when the data are put by the user. Examples are: search engines, tests, libraries.

Productive media allows the learner to actually create, make or produce new things based on the learners actual input. The general idea is that the data is changed by the user. Examples: spreadsheets, databases, calculators.

Adaptive media change according to user's input. The learner receives immediate feedback. Often environments reflect graphic realism. Examples: virtual worlds, models, simulations, computer games.

Integrative media support management of learning activities, allow for more complex assessment but also make the user monitor his/her own progress. Examples: VLEs, e-portfolios, task and time management software.

Learning environments

It is important to describe the learning environment(s) that will emerge once some of the tools below are either accessed or installed and then exploited for the educational purposes by the SNS participants. Knowledge construction (eg. Jonassen 1998) enabled and facilitated by certain tools within and beyond the SNS will contribute to the development of seniors' and better transition from active to retirement phase. For the purposes of that reporting 3 types of learning environments have been described:

Centralised learning environment: it is based primarily on SNS of a user. The system is enhanced by APIs and plugins adaptations towards learning management system functionalities. They are all accessed from the system level and are embedded. It ease the navigation and enables monitoring and searching through the users' activities. Users are limited to the functions offered by the provider. New functionalities and developments are entirely dependant on the operators' capacities.

Dispersed learning environment: it is based primarily on web-based services accessed by the individual users online. It requires (often) separate login and authentication. The services reflect individual needs of the users. Their exploitation require self-direction, motivation and high level of ICT skills of the user.

Blended learning environment: it combines the central SNS with external web services to enhance the performance eg. providing single sign on options (authentication of the user). It enables to gather all the activities within one space and thus permits monitoring and easy access.

III Bank of tools and systems

It is important to take into consideration the concept of tools' affordances. A tool makes a scope for pedagogical explorations and activities that not necessarily has been intended by the tool's architect. Various learning scenarios can be thus created exploiting the choice of tools for each system.

PEER learning package

As a result of thee project PEER learning package will be designed and developed consisting of an exemplary platform/system with a selection of tools installed (prototype), developed according to the usability and accessibility guidelines including also a list of other platforms/systems with possible add-ons corresponding with learning, with a description and justification.

Tools' features

Analysis of the participatory workshops resulted in indicating several crucial features that need to be represented by systems and tools that will form PEER Learning Package.

- **Activity streams** (Global, personal, and group activity streams with single-stream view. Included are threaded commenting, status updates, favorites, @mentions, RSS feeds, and email notifications)

- **Extended profiles**;

- **Friends connections** (users make friend connections so they can track the activity each other, and focus on the people they care about the most);

- **User groups** (public, private or hidden groups allow your users to break the discussion down into specific topics);

- **Discussion forums**;

- **Private messaging**;

- **Group documents**;

- **Achievements**.

Standalone systems/ engines

Wordpress: php, easy to maintain engine with many plugins available with SNS extension **BuddyPress**

Elgg: php, social networking engine with advanced user administration

Liferay: java-based portal supporting publishing, content management and collaboration

Mahara: php, content sharing with various access options for the users, SNS support

Moodle 2.0: highly popular content and learning management system with additional features supporting social learning;

Web-based services

1. pinterest.com

Pinterest is a <u>virtual pinboard</u> where users can place and organize interesting things from the web. Users can share their pinboards and browse others pinboards to discover new things and get inspiration from people who share interests. Facebook or twitter sign in.

2. slideshare.net

SlideShare is a community for <u>sharing presentations</u>, documents, videos and webinars. Individuals and organizations can upload documents to SlideShare to share their ideas, conduct research, connect with others. Anyone can view presentations and documents on topics that interests them, download them and reuse or remix for their own work. Sign up or facebook sign in.

3. stumbleupon.com

StumbleUpon is web tool that <u>helps the users to find interesting websites</u> and materials in the web. Users can choose from many categories of their interest and the tool suggests websites, videos and photos related to users' choice. Sign up or facebook sign in.

4. schemer.com

Schemer is based on a recommendation system and lets discover new things to do, enables to share „schemes" or <u>patterns of behaviors</u> with friends/ aquitances. It links similarities and provides „inspiration level" according to the number of people following the same scheme. Google sign in, Twitter and FB sharing.

5. mindmeister.com

MindMeister is an online <u>mind mapping</u> tool, allowing individuals to collaborate simultaneously on problem solving or business planning. It helps users to plan projects, manage meetings and sketch out business plans online, in real time. Sign up or facebook sign in. Free up to 3 mindmaps.

6. delicious.com

Delicious is a social <u>bookmarking</u> destination where users are able to accumulate, categorize, find and control bookmarked sites. One of the main advantage of Delicious is access to all gathered bookmarks from practically anywhere, regardless of whether or not user has his own computer at the moment. Users can also share their findings and browse others collections of bookmarks. Sign up.

7. vyew.com

Vyew is a free web-based <u>collaboration and conferencing</u> utility. The service offers many useful features, for example: whiteboard, chat, screen share, screen capture and documents review. Users can create rooms, where each meeting takes place, and invite people to work collaboratively on content or previously uploaded documents. All meetings are auto-saved and can be accessed anytime by any users that have an access. Sign up or Google sign in.

8. stixy.com

Stixy helps users <u>organize notes</u> and photos on a flexible, shareable bulletin boards. User can create tasks, appointments, files, photos, notes, and bookmarks on their Stixyboards, organized in whatever way makes sense to them. Stixyboards can be shared with other users.

9. intensedebate.com

IntenseDebate Comments is a <u>comment system</u> for many blogging platforms. It provides comment threading, email notifications, reply-by-mail, user accounts and reputations and comment voting features. All users' comments are automatically synchronized with IntenseDebate Comments account and can be integrated with Twitter and friendfeed account. Sign up or Wordpress.com and OpenID sign in.

10. flashmeeting.open.ac.uk

FlashMeeting is a flash-based <u>online meeting application</u>. Typically a meeting is pre-booked by a registered user and a url, containing a unique password for the meeting, is returned by the FlashMeeting server. The 'booker' passes this on to the people they wish to participate, who click on the link to enter into the meeting at the arranged time. FM allows for recording. FM offers whiteboard, voting system and a chat to be used by the meeting participants.

11. scribblar.com

Scribblar provides users with <u>an easily accessible, collaborative whiteboard tool</u>. The application allows users total freedom in creating a chart, diagram or other tool to help with a project or other tasks. Multiple users can access and edit the whiteboard so collaboration is streamlined and everyone can get involved in the process. Sign up.

12. wiggio.com

Wiggio.com is a <u>free, group collaboration toolkit</u>. It provides many functionalities as shared calendar, easy file sharing, mass text messaging, mass voice mailing, polling, group conference calling and chatrooms, resource lists, and group brainstorming. Users can create a single area to host group activities and share information. Wiggio also offers to-do lists that let users assign tasks to group members. Users can manage group tasks or work on projects as a team. Sign up or facebook sign in.

13. voicethread.com

VoiceThread is <u>a collaborative, multimedia slide show</u> that holds images, documents, and videos and allows people to navigate slides to leave comments using voice (with a mic or telephone), text, audio file, or video (via webcam). Users can share their materials with others to let them record comments too. While commenting slide show users can use multiple identities (commenting avatars) that may be changed on-the-fly. Comments moderation allows creators and editors of VoiceThreads to pick which comments are shown to everyone. VoiceThread may be integrated with very popular systems, i.e.: Moodle.

14. Rememberthemilk.com

It is a web-based <u>task managment and plannig service</u>. It offers task sharing and e-mail allerts, allows for making list and plans. It can be integrated with popular mailing programmes, lot of additinal plugins for mobile devices and various platforms is availiable. Sign in.

Tools for integration (API)

1. docs.google.com

Google Docs is "software as a service" <u>office suite and data storage</u>. It allows users to create and edit documents, spreadsheets, presentations online while collaborating in real-time with other users. Documents can be saved to a local computer in a variety of formats. Documents are automatically saved to Google's servers to prevent data loss, and a revision history is automatically kept so past edits may be viewed. Users can tag and group documents in folders. It requires to have a Google Account in order to use this software. Google Docs soon will be upgraded to Google Drive.

2. google.com/calendar

Google Calendar is a <u>time-management</u> web application offered by Google. The Google Calendar interface enables users to view, add and drag-and-drop events from one date to another without refreshing the page. It supports view modes such as weekly, monthly, and agenda. Google Calendar allows multiple calendars to be created and each of them can be shared. Calendars can be integrated with Gmail webmail service and event reminders can be sent via email. It requires to have a Google Account in order to use this software.

3. gmail.com

Gmail is a <u>web-based email</u> service that can be accessed as secure webmail as well as a IMAP4 or POP3 protocols. GMail has many features: built-in chat, message search function, priority Inbox, message grouping with relevant responses. All message threads and conversations can be tagged or even bookmarked. GMail can be integrated with other Google Products as Google Calendar, Docs, Groups. It requires to have a Google Account.

4. twitter.com

Twitter is a <u>social networking and microblogging</u> service which enables to broadcast short messages (limited to just 140 characters) to "followers" in real-time. Users can send and receive updates via Twitter website, SMS, RSS, emails or a third party application.

5. facebook comments

Facebook Comments is a social plugin that enables user <u>commenting on websites.</u> Non-Facebook (Yahoo, AOL, Hotmail) users can also add comments on websites using this tool. All the messages are threaded and each message can be accessed and refered directly because of their unique internet address. Users can easily write comments on external websites without additional registration.

6. doodle.com

Doodle.com is an <u>online scheduling</u> tool that allows the user to "poll" a number of people to determine at what time they could attend a meeting, event, etc. Users create a poll with date and time choices for the participants to choose. Participants can take part in voting but they don't need to be logged in or even registered. Doodle enables exporting and synchronizing calendar with popular applications as Google Calendar, Outlook and iCal. Sign up or Facebook, Google, Yahoo! and OpenID sign in.

7. friendfeed.com

Friendfeed is a social discussion service that makes it easy to share with others online. The user can post content or begin a discussion that is posted in real time so each user sees most recent additions. Users can read and publish content by email, mobile phone or social network. Moreover FriendFeed allows users to integrate with their blogs or websites as well as to other services, including Twitter.

8. gravatar.com

Gravatar is an abbreviation of "Globally Recognized Avatar", i.e. avatar (small photo or picture which size not more then 80x80 pixels) which visualizes its owner, and can be used on many popular social websites and can be also integrated with our own service. Users don't need to upload their avatars to each platform, they just use the one from Gravatar.com. Gravatar is attached to an unique e-mail address, which is the avatar's identifier at the same time.

9. openid.net

OpenID is a consumer based authentication that provides end users with a single digital identity to sign in to multiple websites, without a need to create new passwords. Users may choose to associate information with OpenID that can be shared with the websites they visit, such as a name or an email address. With OpenID, users can control how much of that information is shared with visited sites.

10. incubator.apache.org/openmeetings

Apache OpenMeetings is an Audio/Video conferencing software that allows users to instantly set up a conference in the Web. Users can use microphone or webcam, share documents on a white board, share their screen or record meetings. They can use it in education, training, ad-hoc meeting or to build own Video-Conferencing platform with it.

11. peerindex.com

PeerIndex is a web based application that helps people build their social authority and monitors users' online influence on the web. The peerindex reflects the impact of user's activities and the extent to which user have built up social and reputational capital. Reputation, in the context of this tool, is not based on popularity but is rated by a few benchmark topics. Reputation is the measure of trust; calculating how much of the others rely on your recommendations and opinion in general and on particular topics. It is already integrated with Twitter, Facebook, LinkedIn social channels.

12. disqus.com

Disqus is an online discussion and commenting service for websites and online communities that uses a network platform. It includes various features, such as social integration, social networking, user profiles, spam and moderation tools, analytics, email notifications, and mobile commenting. Disqus brings the ability to do threaded replies, to use gravatar pictures automatically based on email addresses. Disqus is already integrated with Twitter, Facebook and Open ID.

13. gtalk

Google Talk is <u>an instant messaging</u> service that provides both text and voice communication. One of the most important features is possibility to invite multiple people to chat in a group. It also enables viewing YouTube videos, Flickr slideshows and Picasa Web Albums. If users want to use GTalk on their own websites or blogs, they can easily add the button to their websites. It requires Google account.

14. google+

Google+ is <u>a social networking</u> platform. Key features include: Hangouts, Circles and Stream (What's Hot Stream). It is also integrated with many Google services. Users can share their findings or thoughts with people categorized in Circles using Stream feature. Google Hangouts allows users video chat with up to 9 people.

15. maps.google.com

Google Maps is a<u> web mapping service</u> application and technology that powers many map-based services, including the Google Maps website, Google Ride Finder, Google Transit, and maps embedded on third-party websites via the Google Maps API. It offers street maps, a route planner for traveling by foot, car, bike (beta), or public transport and an urban business locator for numerous countries around the world. Google Maps satellite images are not updated in real time; they are several months or years old.

16. facebook.com

Facebook is the biggest <u>social networking service.</u> After registration process, users may create a profile, add other users as friends, exchange messages, and share other content. Additionally, users may join common-interest user groups, organized by workplace, school or college, or other characteristics, and categorize their friends into lists.

17. dropbox.com

Dropbox is a <u>free file hosting</u> service operated by Dropbox, Inc. that offers cloud storage, file synchronization, and client software. Using dropbox people can work together on set of documents, can share files and folders.

18. phpBB.com

phpBB is a free <u>flat-forum bulletin board</u> software solution that can be installed on servers. Features of phpBB include support for multiple database engines (PostgreSQL, SQLite, MySQL, Oracle, Microsoft SQL Server), flat message structure (as opposed to threaded), hierarchical subforums, topic split/merge/lock, user groups, multiple attachments per post, full-text search, plugins and various notification options (e-mail, Jabber instant messaging, ATOM feeds). phpBB is used by many websites and it is considered as one of the best forum engines.

19. springpad.com

Springpad is an online application and web service that allows its registered users t<u>o save, organize, and share collected ideas and information</u>. Users can create and gather their own collections of i.e.: bookmarks, videos, notes, to-do lists or events. SpringPad gives a possibility to visit, view and follow other users' profiles. The tool can be used as a bookmarking software.

20. evernote.com

Evernote is a suite of software and services designed <u>for notetaking and archiving</u>. A "note" can be a piece of formatted text, a full webpage or webpage excerpt, a photograph, a voice memo, or a handwritten "ink" note. Notes can also have file attachments. Notes can be sorted into folders, then tagged, annotated, edited, given comments, searched and exported as part of a notebook.

21. youtube.com

YouTube is a well-known <u>video-sharing website</u> where individuals can upload, view and share videos. Most of the content on YouTube has been uploaded by individuals, although media corporations offer some of their material. Registered users are able to create their own playlists, subscribe to other users video collections and playlists, writing comments and sending messages to other users. YouTube also offers very practical video search engine.

IV Shortlist of tools

Tools matrix

Tool Type	Tool name	State	Messaging	Video conferencing	Comments System	Planning	Repository	Activity Streams	Bookmarking	Live Collaboration	Project Management	Other
Standalone Engines	BuddyPress	installed										
	Elgg											
	Liferay											
	Mahara	installed										
	Moodle	installed										
Web-based services	pinterest.com	to reject?										▇
	slideshare.net						▇					
	stumbleupon.com								▇			
	schemer.com						▇					
	mindmeister.com	to reject?										▇
	delicious.com								▇			
	vyew.com			▇								
	stixy.com						▇		▇			
	intensedebate.com				▇							
	flashmeeting	to reject?		▇								
	scribblar.com									▇		
	wiggio.com		group email			for groups					▇	▇
	voicethread.com						▇					
	rememberthemilk.com					▇						
Tools for integration (API)	docs.google.com	now Google Drive					▇					
	google.com/calendar					▇						
	gmail.com		▇									
	twitter.com							▇				
	facebook comments				▇							
	doodle.com					▇						
	friendfeed.com							▇				
	gravatar.com											▇
	openmeetings			▇								
	peerindex.com											▇
	disqus.com				▇							
	gtalk		▇									
	google+		▇	Hangouts		Calendar	Drive					
	maps.google.com											
	facebook.com		▇					▇	▇			
	dropbox.com						▇					
	springpad.com								▇			
	evernote.com											
	youtube.com						▇					

Preliminary shortlist

CATEGORY	TOOL NAME
Messaging	gtalk
Videoconferencing	yew.com
	flashmeeting.open.ac.uk
	incubator.apache.org/openmeetings
Comments System	intensedebate.com
	facebook comments
	disqus.com
Planning	schemer.com
	rememberthemilk.com
	google.com/calendar
	doodle.com
Repository	slideshare.net
	voicethread.com
	docs.google.com
	dropbox.com
	youtube.com
Activity Streams	friendfeed.com
	google+
	facebook.com
Bookmarking	stumbleupon.com
	delicious.com
	stixy.com
	springpad.com
	evernote.com
Project Management	wiggio.com
Online Collaboration	scribblar.com

Tools selected for the assessment workshop (WP4)

1. Disqus is an online discussion and commenting service for websites and online communities that uses a network platform.

2. Doodle is an online scheduling tool that allows the user to "poll" a number of people to determine at what time they could attend a meeting, event, etc. Users create a poll with date and time choices for the participants to choose.

3. Slideshare is a community for sharing presentations, documents, videos and webinars. Individuals and organizations can upload documents to SlideShare to share their ideas, conduct research, connect with others. Anyone can view presentations and documents on topics that interests them, download them and reuse or remix for their own work.

4. Dropbox is a free file hosting service that offers cloud storage, file synchronization, and client software.

5. Evernote is a suite of software and services designed for note taking and archiving. A "note" can be a piece of formatted text, a full webpage or webpage excerpt, a photograph, a voice memo, or a handwritten "ink" note. Notes can also have file attachments.

6. Scribbler provides users with an easily accessible, collaborative whiteboard tool.

7. Openmetings is an Audio/Video conferencing software that allows users to instantly set up a conference in the Web. Users can use microphone or webcam, share documents on a white board, share their screen or record meetings.

V References/bibliography

References for definitions pp. 4

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