



ILC Annual Review

AY 2013/14

**Al Ain Colleges
Library and Learning Centre**

Executive Summary



All students in foundations levels 1, 2, and 3 participated in a one hour per week spelling class in the Learning Centre. Intended to help with vocabulary as well as spelling skills, words are based on the Oxford Word List 3000.

The AAC Library week was held in the 8th week of Semester 2. The week's main aim was to showcase the resources of the Library and Learning Centre that are available to students. There were displays, posters, and competitions and 578 students at AAMC participated in the reading quiz. Twelve ipads at both campuses were used to feature Health Apps to promote health and wellness among students. Elementary and secondary school students from the community also participated.

We are in the process of setting up the M Reader extensive reading program which we intend to launch at the beginning of next academic year.

A coffee lounge where students can relax, read and play computer games has been added to our facility.

Orientation and support has been given to several classes from CERT in AAMC. The groups are from Ethihad, Police GHQ, RABDAN and ADNOC. These groups are booked into the LC with a CERT teacher for English/ESL activities for an hour or two each week and use the LC resources as well as the facilities.

Official name of ILC facility Library and Learning Centre

Campus student numbers AY 2013/14 1275 at AAWC, 674 at AAMC

Staffing Structure

Janice Coats - IL Coordinator

Brenda Boyle - IL Coordinator

Maryann Casas - IL Technician

Facilities & Services

Facilities at AAMC:

Facilities include:

(* = new this year)

- 1 lab with 28* touch-screen computers, + 1 teacher's computer + projector and Apple TV
- An open ILC area with 15 computers and 12 iPads, + 1 scanner
- 3 small study rooms (2 of which have PCs)

Facilities at AAWC:

Facilities include:

(* = new this year)

- 3 computer labs with a total of 68 computers
- *1 iResource room with 8 Mac computers
- An open area with 22 computers
- An open area with 12 iPads
- 6 small study rooms

Services at both colleges:

- Tutoring
- Provision of independent practice materials
- Workshops
- Classes

Resources

AAMC: Resources include

(* = new this year)

- 2 printers (black and white)
- 1 photocopier
- Total of 44* touch-screen PCs and 12 iPads
- Bookshelves with shelves for graded readers
- 2 Games computers
- 2 scanners
- 1 TV and DVD player (in the Classroom)
- Tables with power sockets and chairs
- 2 scanners
- 1 TV and DVD player (in the Classroom)
- Tables with power sockets and chairs

AAWC: Resources include

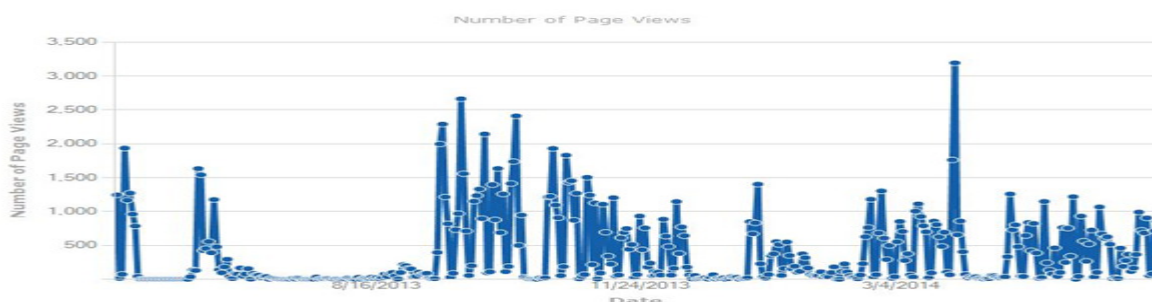
(* = new this year)

- 2 printer/copiers (one color, one black and white)
- Total of 88 PCs , *8 MAC computers, and *12 iPads
- Bookshelves with graded readers
- Games computer with TV monitor and sofa
- 1 scanner
- 2 Large TVs
- Tables with power sockets and chairs

Learning Technologies

A major initiative of our Learning Centre has been the refinement of a spelling course using the Oxford 3000 word list. Materials use BB Learn and Quizlet. BB Learn courses were developed for foundations levels 1, 2 and 3. The BB learn course software allows us to give assignments and track results. ILC personnel supervise and track this self – study course.

Our Learning Centre Foundations site is a repository of the AAC self-access materials. It is a web presence published on SharePoint. It is used by a number of ILC's in the system. (See the graph below for data). Additionally, AAMC has its own SharePoint repository as well as an ILC Desktop which contains links to learning support for English, Math, Research, Business, Engineering and exam preparation.



BB Learn courses have been created to support the foundations curriculum with self-access materials. 5 courses were created this year:

Three levels of Independent learning courses: 10 units in each course with reading, grammar, listening and language in use in each unit. Support for levels one, two and three foundations.

Course teachers requested extra independent listening materials to be made available in BB Learn. Two courses were made, utilizing KET and PET materials.

Clarity.com is a well-used part of our on line materials, Road to IELTS and Tense Buster are iPad friendly at the moment. Active Reading is used in our labs.

We have continued to add to our collection of apps that are not on student iPads so that they can be tested by students or faculty on the iPads that are available in both our facilities.

We offer a variety of workshops which train students to use various iPad apps for time management, vocabulary management, making films etc.

Social Media pages including Facebook and Twitter are used to recommend resources and make Learning Centre announcements.

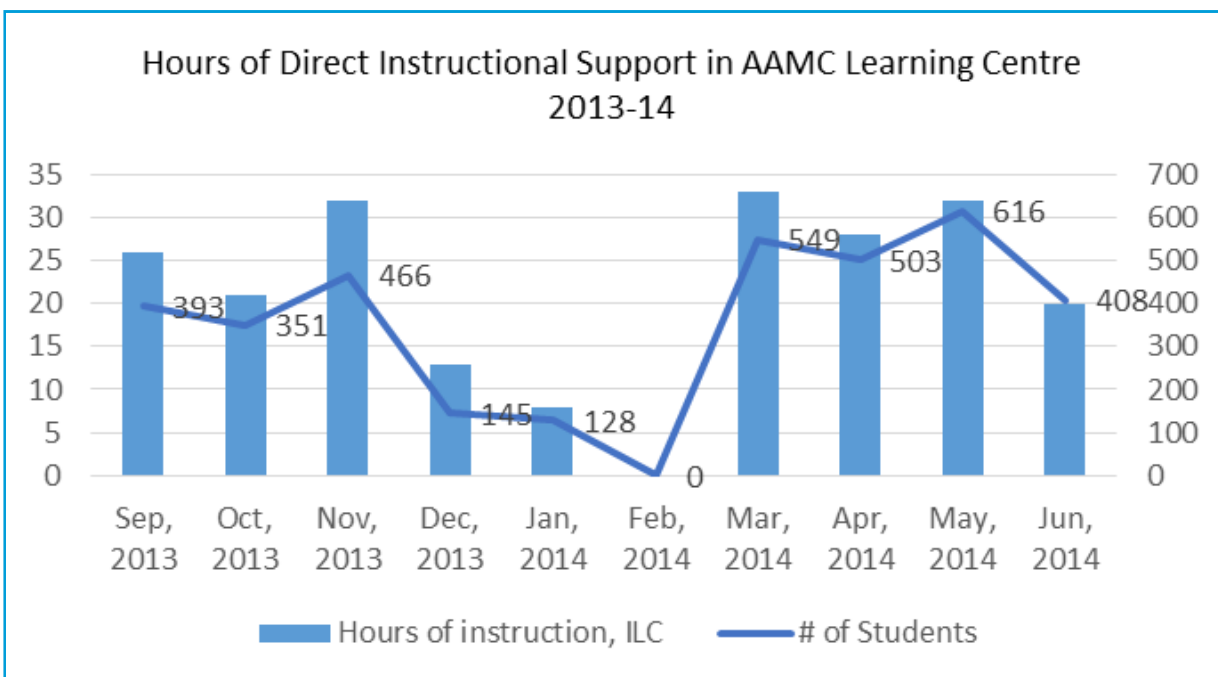
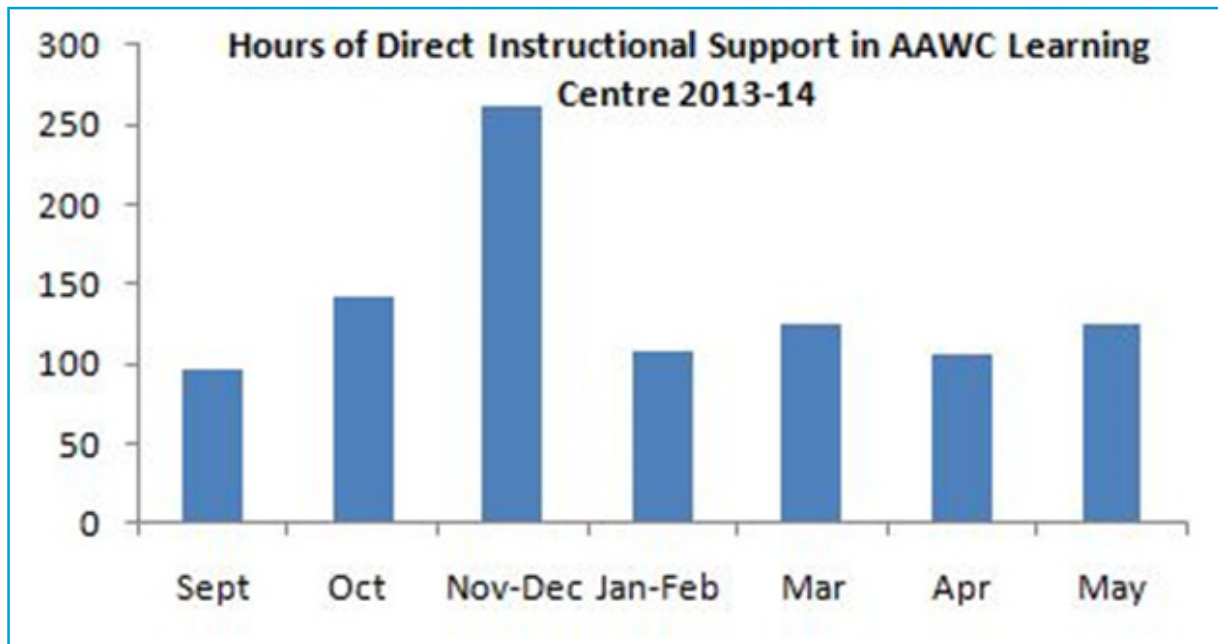
Book of the week is an extensive reading program available in our Learning Centre lab. Classes book in, read and listen to a class set of graded readers, and do the publishers' quiz. Following this, the teacher asks the students to get a reader of choice from the Learning Centre area. Below you will see the graph for the stats for the graded readers checked out this academic year.

Student Support

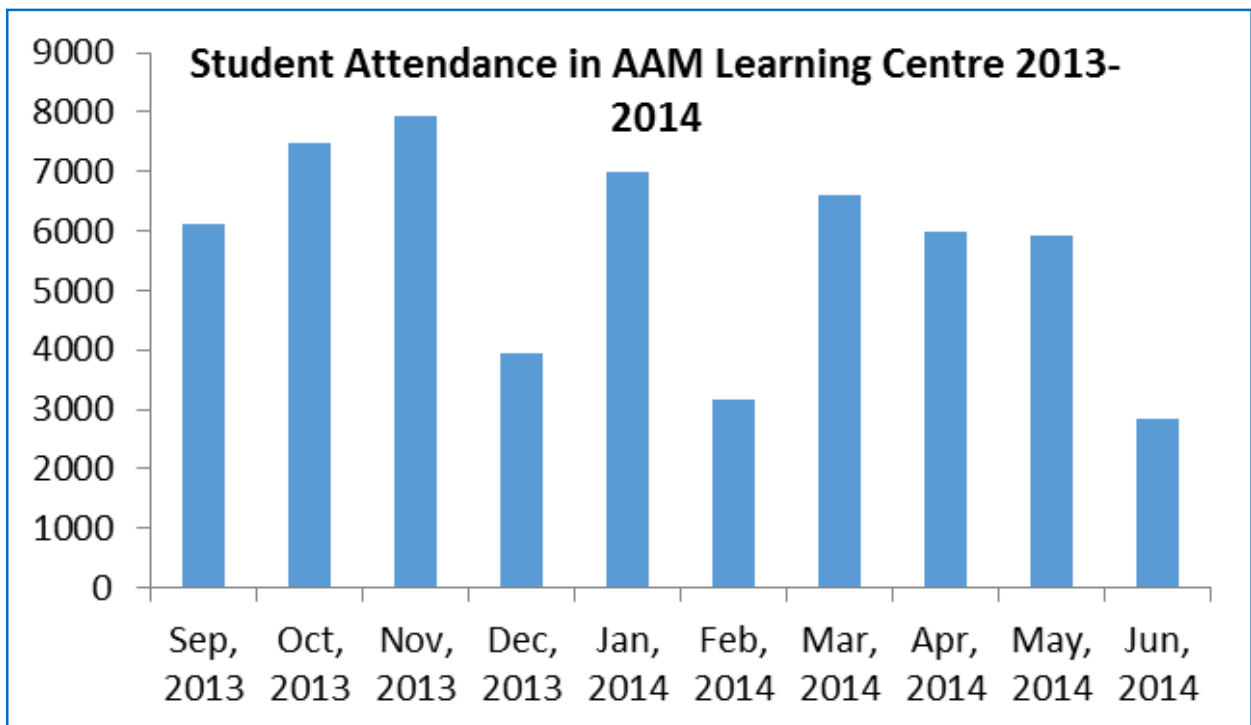
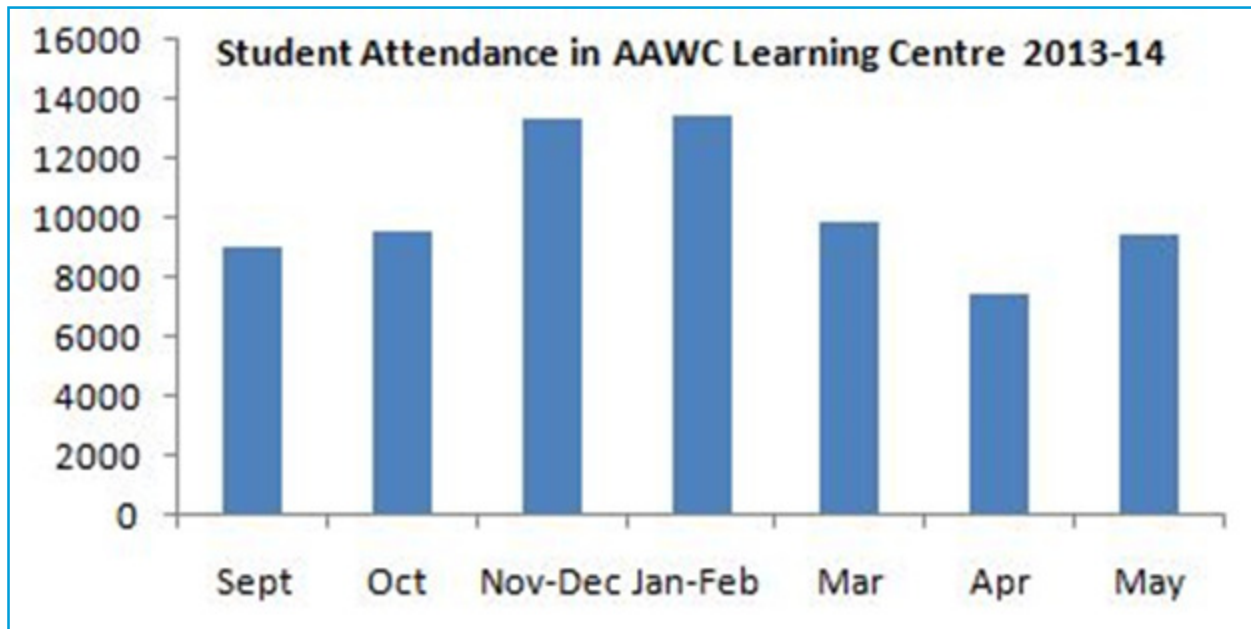
Our Learning Centre offers a variety of direct student support including:

- booked tutorials for at-risk students (requests may be initiated by students, faculty or management)
- orientations and student assistance to find resources
- workshops
- classes

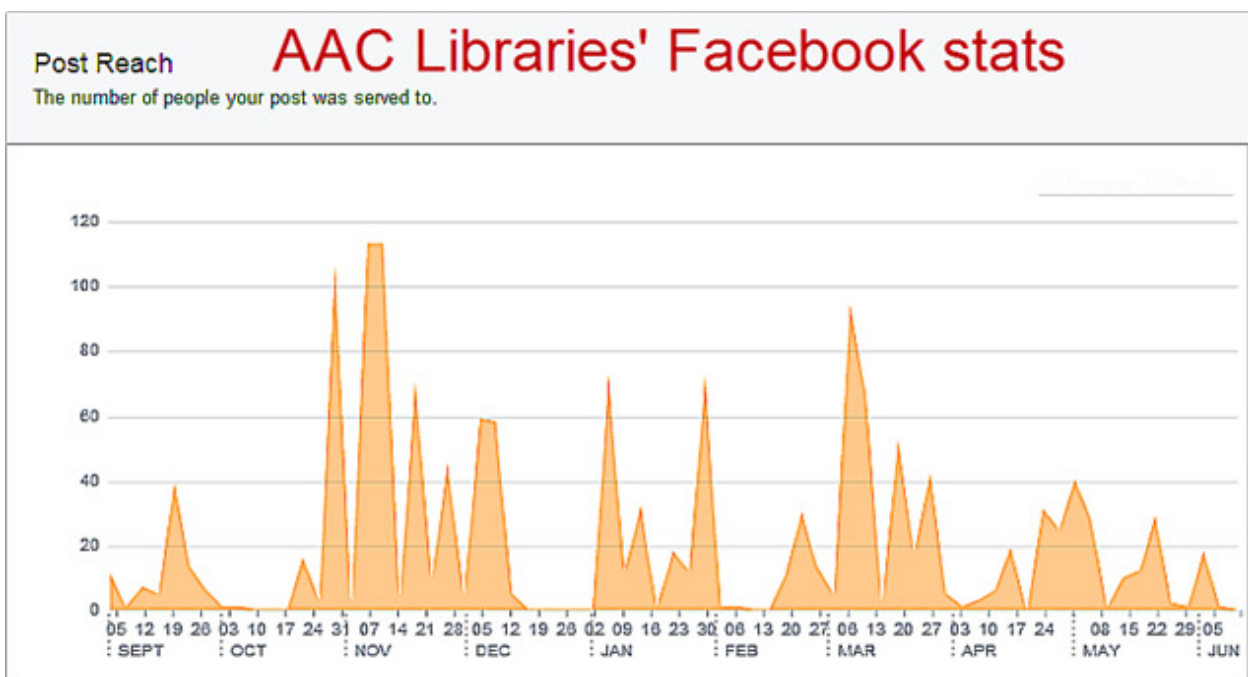
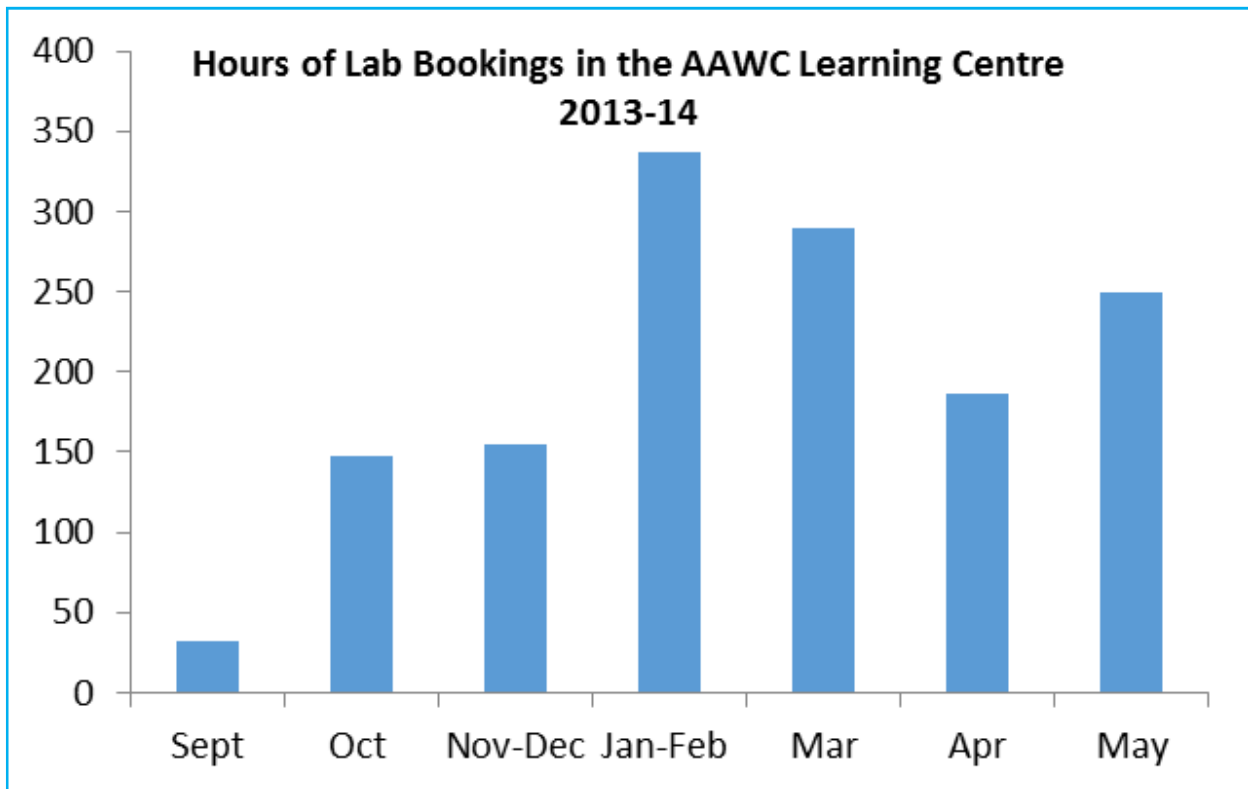
The charts below show the number of hours that ILC coordinators spent in direct contact with students to support their learning. These hours represent time spent engaged in tutorials (IELTS, all English skills- all levels, math), orientations, workshops, or teaching classes. In addition to the hours of formal instruction reported below, there is always an LC staff member available to respond to queries and requests for assistance made by drop-in students.



The charts below indicate student attendance in the Learning Centre as determined by a gate count which has been adjusted for in and out traffic by having the total gate count.



The final graphs indicate lab use in the AAWC Learning Centre and Facebook statistics



Curriculum Support & Collaboration

Tutorials:

Class teachers have requested tutorial support for specific students. These students come in for appointments, and meet regularly with the tutor. Even without a referral, students may independently book an hour /week with a tutor.

Support materials which match the course curriculum:

All levels of foundations English have curricular support materials so that students can do extra independent work. These materials include: Learning Centre Foundations website materials, printable practice exams with answer keys (all levels, all skills), and BB Learn support courses for all levels.

Extra classes that are held in the Learning Centres:

The HCT Foundations Learning Outcomes include understanding and spelling of The Oxford 3000 Word List. This is supported for all foundations classes with materials developed in Spelling City and Quizlet apps, and managed by the Learning Centre staff in NCHR courses.

Level 4 Foundations taking IELTS are given support via Road to IELTS and some worksheets in the Learning Centers

Promotion & Advocacy

Library week was a chance to promote our facilities and resources to students and staff. We launched a special Library Week website detailing various activities and competitions.

App of the week, Word of the Week, Recommended Resources, Research Links and other Learning tools are featured in AAC Libraries' Facebook and Twitter.

ILC Web link(s)

Learning Centre Foundations

<http://portal.hct.ac.ae/sites/aawc/library/LCF/default.aspx>

Library & Learning Centre SharePoint Site:

[AAMC http://portal.hct.ac.ae/sites/aamc/library/default.aspx](http://portal.hct.ac.ae/sites/aamc/library/default.aspx)

ILC Self-Access SharePoint Site: AAMC

<http://portal.hct.ac.ae/sites/aamc/library/ilc/ilchome.aspx>

Facebook Page:

<https://www.facebook.com/pages/AAC-Libraries/498075543548814>

AAC Libraries Twitter Page:

<https://twitter.com/AACLibraries>

Library Week 2014 website:

<http://aac.hct.ac.ae/library-week/>



Community Outreach

- Community Users (KBZ, CERT, ADEC and others) use our facilities and resources.
- High Schools (IAT, local High Schools) tour and use our facilities.
- ATLRC offers access to specialized software/equipment for community users.

Professional Development

PD provided:

- Orientation 1: Print and Online Resources in the LC
- Orientation 2: The Library Tour
- Apps for managing my time
- Apps for managing my vocabulary learning

Special Responsibilities

- Special Needs Advisory Committee (S.N.A.C.) committee chair
- Sports committee AAMC
- Graduation committee
- Culture day committee
- Student advisory committee
- ILC system group committees
- Annual Conference display
- Help Social Committee with promotion of events and staff presents

Goals for Next Year

- Continue to support all AAC Foundation classes by managing the Spelling City/Quizlet course through workshops for teachers and students – September 2014 to June 2015
- Implement the M reader program for extensive reading at the foundations level.
- Reformat online materials from Learning Centre Foundations so they can be accessed on a range of mobile devices (iPad, MacBook, android phones etc.) - Sep 2014
- Continue to offer support to all AAC students through individual and small group tutorials (IELTS, all English skills- all levels, math) – September 2014 to June 2015
- Supervisor & Coordinators to teach 4 periods per week for one of the academic programmes (e.g. Foundations level 4 and/or LSC-1103, LSC-2103, LSC-1503 course – September 2014 to June 2015
- Create content for the AAC Library & Learning Centre external website – Sep 2014?
- Contribute and prepare student-focused activities for the AAC Library & Learning Centre week - April 2015
- Create AAC-ILC one-stop page linked to AAC Libraries website.