

# Field Work Enhancement through Digital Learning Tools

## Value Added Course Report

Offered by the Department of Social Work (PG)



St Edmund's College, Shillong.

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**Value Added Course**  
**Department of Social Work (PG)**  
**St. Edmund's College, Shillong**

<b>Title</b>	Field Work Enhancement through Digital Learning Tools
<b>Date</b>	28 <sup>th</sup> October – 3 <sup>rd</sup> November 2021
<b>Time</b>	4:00 PM
<b>Batch</b>	MSW 1 <sup>st</sup> & 3 <sup>rd</sup> Semesters

**Introduction**

It has been two years since the outbreak of the Covid-19 Pandemic which has affected many countries of the world in many ways. It has indiscriminately affected many sectors of the society cutting across various stratifications. It has affected social relationship, forced unemployment, forced change in labour, affected mental health, scarcity in resources and affected social adjustment and adaptation. As a result of this a new approach in the service sector and the education sector was adopted to adapt during the Pandemic. The work from home or the online learning became the new normal for many. The COVID-19 crisis has affected even the educational system has been severely. However, due to modern technology, educational institutions began to offer online courses as an alternative to classroom instruction.

In the context of social work education and other disciplines, the new normal of attending online education did not suffice as the course was practical oriented. Since the outbreak of the Covid-19 Pandemic throughout the globe practical and field based oriented disciplines like social work has been severely affected. In the context of social work education, theoretical knowledge and learning has to be supplemented with fieldwork.

## About the Value-Added Course

In view of the current situation the management of St. Edmund's college has asked various departments to conduct a value-added course for the students to supplement their online learning. The Department of Social Work (MSW), St. Edmund's college has undertaken the task in conducting value added course on "Field Work Enhancement through Digital Learning Tools". The course content was Creating Infographics, Introduction to Google Forms and Step by Step Approach to SPSS (Statistical Package for Social Science). The main aim of the course is to benefit the students in enhancing their skills and knowledge that would be productive in their future career.

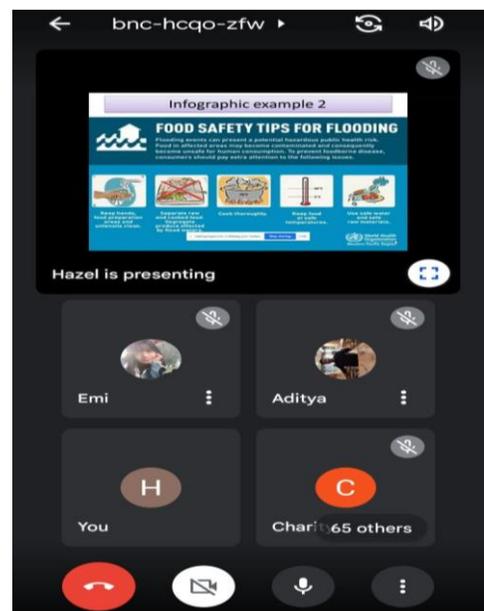
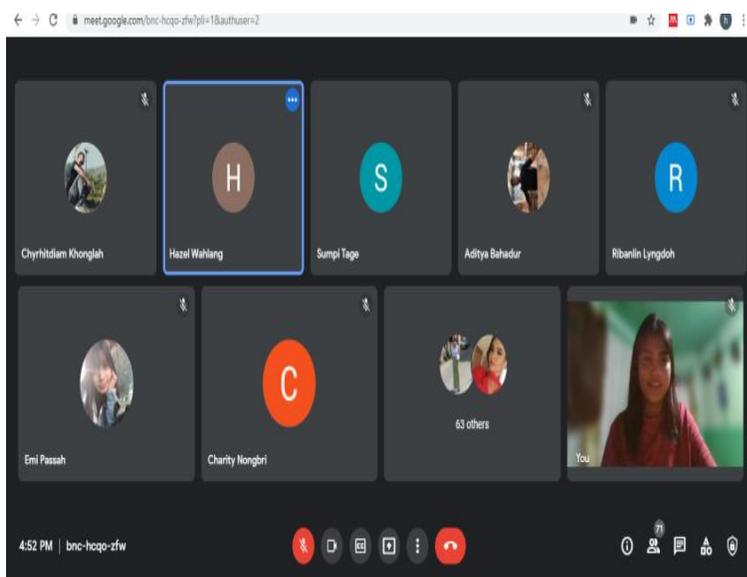
## Objective of the Value Added Course

- To capacitate students with skills on utilizing Google Forms.
- To promote remote survey studies and research amongst the student community.
- To enhance awareness creation skills by utilizing posters and infographics.
- To enhance data analytical skills amongst the students by using SPSS.

## Topic 1: Creating Infographic for Social Work

Date: 28<sup>th</sup> October 2021

The session on "Creating Infographic for Social Work" was taken by Ms. Hazel Berret Wahlang, Field Work Coordinator, Department of Social Work-PG, St. Edmund's College, Shillong.

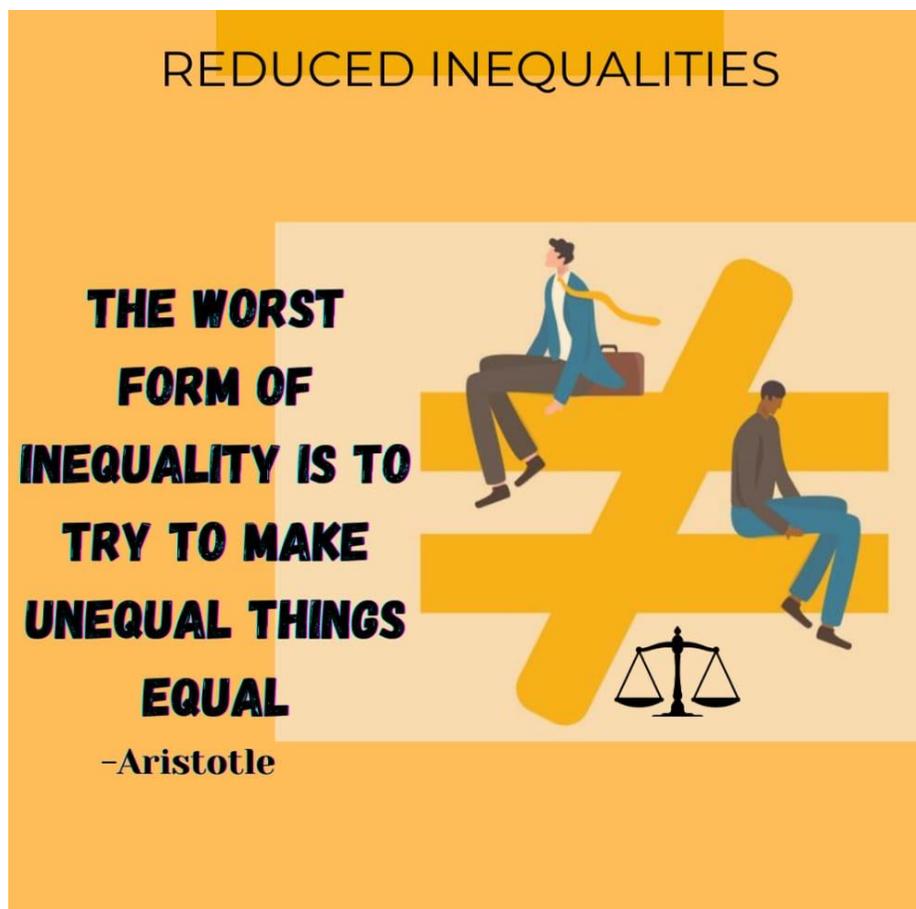


The Session highlighted on the important of infographics, the strategic steps to create the same. She also gave the students few tips to consider while developing effective event poster. The students were also introduced to a graphic design platform named 'Canva (Collaborate & Create Amazing Graphic Design for Free)' and together explored the features of this platform and the steps to access the different designing features that are available.

**Learning Outcome:**

- The students enhances their creativity skills by using infographics and posters for fieldwork
- The students learnt to use infographics for creating awareness on different issues.
- The students learnt poster making for propagating important events using Powerpoint Presentation and the Graphic Design Platfom "Canva".

**Sample Infographics done by MSW students:**



Done by Mr. Wanpynhun Nongpluh, 3<sup>rd</sup> Semester, MSW

# Suicide

Protective factors  
against suicide



77% of global suicides occurred in low and middle income countries. 7,00,000 people die due to suicide every year.

Suicide is preventable. By thinking beyond treatment alone to strategies that address the context and underlying factors, we can prevent suicide risk in the first place



Protective factors:

1. Feeling connected to family, community and social networks.
2. Strong problem solving skills.
3. Positive self image.
4. Spiritual life/faith.
5. Strong peer support system.
6. Involvement in hobbies or activities.
7. Community Connectedness.
8. Access to treatment.

## **Topic 2: Google Forms**

### **Date: 29<sup>th</sup> & 30<sup>th</sup> October 2021**

The session on “Google Forms” was taken by Dr. Wandaia Syngkon, Assistant Professor, St Edmund’s College- Post Graduate (MSW).

The web user population has been increasing day by day and has become the primary medium for identifying and accessing information. The presence of a huge population on the web has made web-based survey tools an important mode of data collection for research and thus became the most widely used data gathering method. On the **29<sup>th</sup> & 30<sup>th</sup> October 2021**, a Value-Added Course on “Google Forms” was conducted by the Department of Social Work; Post Graduate to introduce the students to one of the commonly used web-based survey tools i.e. Google Forms.

Google Form is one of the web-based survey tools for data collection and analysis. It is a research tool that was used by many Scholars way back before the pandemic. But this tool has become more commonly used by scholars or researchers during this pandemic as scholars can reach out to the public without any physical contact and it is also less time-consuming.

The advantage of Google Form has come in handy in designing, developing and obtaining users’ responses in a simpler way. It had an upper hand regarding response speed, costs, and response rate. With this tool, scholars can reach out to the public or target participants on a large scale by just sharing the link on their various social media platforms.

#### **Objectives of the value-added course on Google Forms:**

- To capacitate students with skills on utilizing Google Forms.
- To promote remote survey studies amongst the student community.

59 (fifty-nine) MSW 1<sup>st</sup> & 3<sup>rd</sup> Semesters students had participated in the value-added course on “Google Forms”. The students’ participants were taught how a web-based survey can be designed and developed for data collection by using Google Forms.

The 7 steps on how to use Google Form were discussed with the students’ participants along with practical sessions.

Step 1: Setting up a Google drive account

Step 2: Creating survey form

Step 3: Organizing Google form

Step 4: Publishing your survey form

Step 5: Collecting response

Step 6: Copying & pasting your graphic presentation

Step 7: Analyzing the responses

## STUDENTS PARTICIPANTS KEY TAKEAWAY FROM THE VALUE ADDED COURSE ON GOOGLE FORMS

How to make untitled form

Know to create Google form

New knowledge on making Google form

I got to learn many new things.

The vast features of Google form

Very good to create surveys for events or programme

It is very informative and it helps me a lot on how to create Google forms for my future need.

We were taught how to create various forms which is the first time for me to learn about it.

Getting to know how to use Google drive better

## STUDENTS SUGGESTIONS/ COMMENTS

It's a very successful and helpful session.

It's a really good initiative that the college is giving us value-added courses that would help us in the future

Looking forward to learning more

Very informative

Please make like this session it help us to learn new things

I'm happy i can learn new things

Would be great if we had such sessions in the offline mode

It was a very helpful session because I get to learn new things moreover it will help us to improve more

I'm happy that I can join the session it is a very good

I acknowledge the department for organizing such sessions especially during the current pandemic situation where we try to conduct everything online

It's an amazing interaction

Need more class regarding this session

The session was very helpful to me as everything is new to me. It will be useful for me later when I need to create a Google form.

Looking forward to more things to learn

I am really glad to be part of this seminar where almost everything had been new to me which would

It was a good experience

## Topic 3: Step by Step Approach to SPSS

Date: 1<sup>st</sup> and 3<sup>rd</sup> November 2021

The session on the ‘Step by Step Approach to SPSS (Statistical Package for Social Science)’ which was conducted by Mr. Martius Rynjah, Asst. Professor, Department of Social Work (MSW), St. Edmund’s college. The Course was conducted on the 1<sup>st</sup> and 3<sup>rd</sup> November, 2021.

### Basic Components of a Research

- TITLE OF THE RESEARCH OR STUDY
- RESEARCH QUESTIONS
- OBJECTIVES
- REVIEW OF LITERATURE
- HYPOTHESIS
- METHODOLOGY
- DATA COLLECTION
- DATA PROCESSING
- DATA ANALYSIS
- FINDINGS

On the 1<sup>st</sup> November, 2021 the course covered was more of a theoretical background to help the students understand the importance of research and how SPSS can supplement while conducting social research. During the session on the 1<sup>st</sup> November, 2021 various components of a research was explained to understand the relation of these components. Furthermore, a lecture was

delivered to help in understanding the importance of research objectives, hypotheses and data for using SPSS software for the analysis.

On the 2<sup>nd</sup> November, 2021 a sample survey using google forms was shared with the students to help the students understand data and variables. The data from the google form was extracted in a spreadsheet and transferred to SPSS. In the early

session of the second day, the students were being taught about the variables in a research and to understand the importance of variables in relation to the objectives for data analysis. Next, the

students were introduced to SPSS and its applications. Using the data from the sample survey the students were demonstrated how to enter and code the data in the variable view window of the SPSS software. Then the students were also taught to conduct univariate and bivariate analysis. In the

### UNIVARIATE DATA ANALYSIS

#### ● Univariate Analysis

##### ↓ Description

To describe profile and Independent Variables

#### ● Descriptive Statistics

Percentages, ratio, proportion  
Mean, Mode, Median, Standard Deviation

### CROSSTABLES

- From menu, choose :

Analyse



Descriptive Statistics



Frequencies

Descriptives

Crosstab

Click **Crosstab**.

univariate analysis the students were taught how to analyze single variable eg., age, gender, educational qualification by using simple statistical test. In the bivariate analysis the students were taught about independent and dependent variable using cross-tabulation. The concept of hypotheses and how to test a hypothesis using Chi-square test and test of correlations. The students were also taught how to interpret and bring inferences of a particular statistical operations.

## **Conclusion**

Students enhanced their skills in conducting web-based surveys, developing infographics, and developing research analytical skills with the aid of digital learning tools like Basics of Google Form, Canva, and SPSS. These skills will improve the students' field work performance as well as their research skills. By learning about Creation of Infographics in Social Work, the students were able to use their creative and critical thinking skills to bring important information to life and they can utilize this skill to bring social transformation in the society.

By learning the Basics of Google Form, the students will be equipped to conduct web-based surveys for their learning purposes. With this skill, the students will have the advantage to reach out to the public on a large scale for their online studies by just sharing the form link via their social media pages. It is also economical as students do not have to spend on printing the form, and travelling expenses. This course is much needed especially during this pandemic time because students can reach out to the public without any physical contact and it is also less time-consuming.

Research is very important in social work practice as it contributes in understanding a problem and helps in formulating strategies to address the problem or issue which is the core focus of social work as a helping profession. Working with SPSS enables the students to explore the statistical tools that can be used to analyze and interpret the data, which is a very important task for any researcher. It is important to have this course during a pandemic because students can engage with the public without physical contact and thus save time. The course was both theoretical and technical in nature in understanding research and applying SPSS software statistical applications in social research. The course will enable the students to understand the important components of a research and how to use SPSS to analyze the data while conducting social research. The students will be able to enter variables, coding the variables use the data for

univariate and bivariate analysis while engaging in surveys or studies during their fieldwork. The limitation during the course was most of the students do not have a laptop for the technical session as SPSS can only be operated on the desktop or laptop.

**Documented by:**  
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## Value Added Course

Offered by-Department of Social Work (PG)



# Field Work Enhancement Through Digital Learning Tools



28th October - 3rd November 2021

### Topics:

1. Creating Infographics
2. Introduction to Google Forms
3. Step by Step Approach to SPSS-Statistical Package for the Social Sciences

Participants: Students of Masters of Social Work

St. Edmund's College-Shillong

E-Poster of the Value Added Course