GreenerAge

Online programmes and tools

Programmes for running online workshops	
Zoom	Programme for conducting online meetings with several participants. Sharing the screen or conducting surveys is also possible. Can be used as an app on a computer or smartphone as well as in a web browser.
Microsoft Teams	Programme for holding meetings with several people, sharing files and arranging group chats. Can be used as a programme on the desktop or in the web browser.
Discord	Free online service for voice and video chats or exchange via text messages. Files and links can also be shared with other people.
Webex	Software-based platform for online meetings with several people, sharing files or the screen, and sending text messages.
WhatsApp	Free messaging service usable as an app on a smartphone or in a web browser. Creating group chats for consultation and planning as well as sharing links and files are also possible.
Signal	In the past, various larger messaging services have repeatedly been criticised for their privacy policies. Signal can be a good alternative and a secure alternative with a focus on data security.
The Learning Lab	Programme for designing online learning courses or workshops.

Digital tools for online and offline workshops	
Power Point (alternatively: Impress)	Power Point is a programme that is included in Microsoft Office and can be used to create and carry out presentations. A free alternative is Impress, a programme which is included in Libre Office.
Prezi	Prezi is a way to create unconventional presentations online. It is a good place to make connections and transitions in a visually appealing form.
MS **Office (alternatively: Libre Office)**	Other Microsoft Office/Libre Office programmes can also be useful and helpful when preparing or holding a workshop. The best-known programmes are certainly Word/Writer or Excel/Calc.
Kahoot!	A digital learning game to create and implement quizzes. In this way, learning or workshop content can be tested and consolidated in a playful way.

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QuizAcademy	QuizAcademy, which specialises in educational institutions, offers a secure and privacy-focused alternative.
Quizlet	An online learning platform with many options such as creating flashcards but also various other games and tests.
Youtube	A world renowned video and streaming platform. Thanks to its popularity and the high number of users, a large number of videos on various topics are available. Topic-specific videos can be incorporated into presentations or workshops.
Mentimeter	A programme (also available as an app for smartphones) that makes it possible to give feedback or ask questions during presentations. It also enables collection of important keywords or conducting a quiz to test knowledge in a playful way.
Microsoft Whiteboard	Digital whiteboard for sharing sketches and ideas or brainstorming together. Can be used as a desktop app, in a web browser or integrated in Microsoft Teams.
Mural	Another digital whiteboard with many functions.
Miro	Another digital whiteboard with many functions.
Edpuzzle	Useful to evaluate a group's understanding of a video.
Wordwall	For ice-breaker dynamics.
Moodle	B-learning, to store material, receive and evaluate the trainees' work.
Social Media (Facebook, Twitter, Instagram etc.)	Social media can be used to advertise workshops and events or connect interest and learning groups in the long term and inform them about offers. If necessary, corresponding programmes can also be integrated into workshops.

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