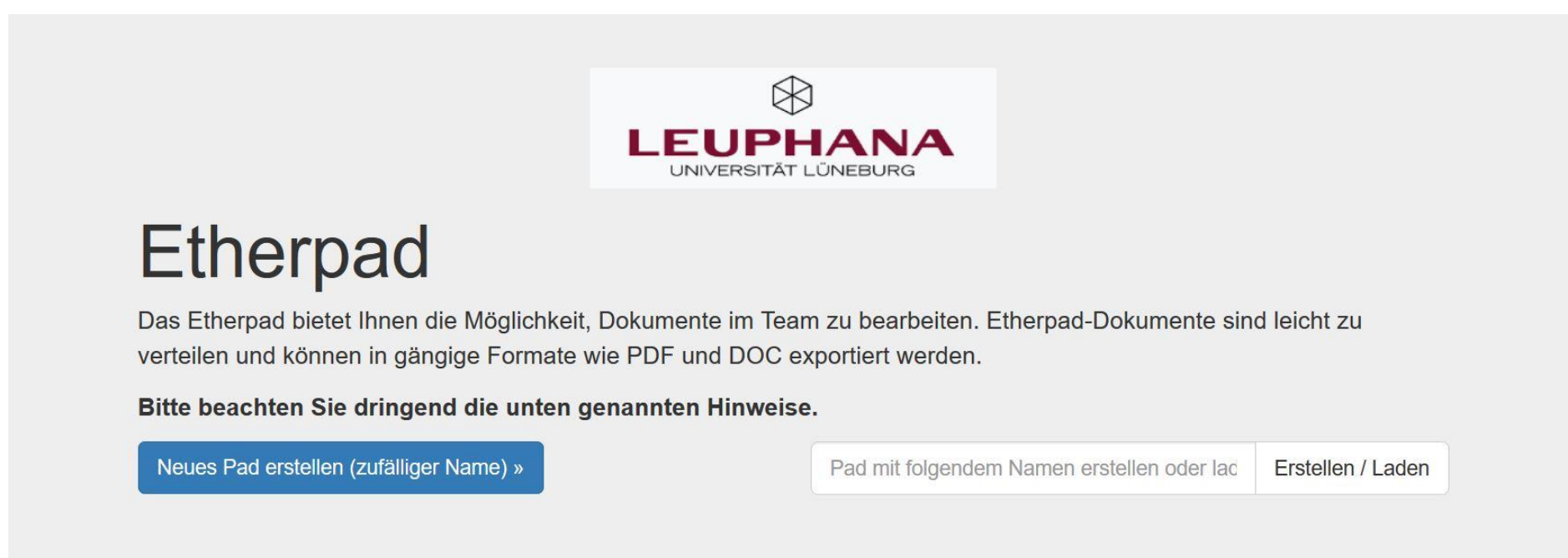


Digital Teaching: Leuphana *Etherpad*

The Leuphana *etherpad* is an easy-to-use text editor and enables an easy exchange of information and direct communication between teacher and students as well as between students themselves. If you use your etherpad together with your students at agreed times (e.g. at the time your seminar or lecture takes place), you can directly exchange information with each other. Unlike other messengers which only allow for a linear communication, Etherpad further allows your conversations to be structured and sorted according to the corresponding topic that is being discussed. Such regular sorting of the contents prevents a possible confusion. The users are anonymous at first, but can mark their contributions with a name abbreviation. You can share materials as a link, but you cannot upload them on the pad itself. Students can create their own pads for their group work. Please do not publish any sensitive data on the pad, as it can be accessed by anyone who knows the address.

You can create a new Pad by going to [Etherpad](#) and "create a new pad (random name)" or enter a specific title for your Pad prior to its creation.

The name of your pad has the following address [https://etherpad.leuphana.de/p/\[NAME OF YOUR PAD\]](https://etherpad.leuphana.de/p/[NAME OF YOUR PAD]).



The screenshot shows the Etherpad website interface. At the top center is the Leuphana University of Lüneburg logo. Below it, the word "Etherpad" is written in a large, dark font. Underneath, there is a short paragraph in German explaining the platform's purpose: "Das Etherpad bietet Ihnen die Möglichkeit, Dokumente im Team zu bearbeiten. Etherpad-Dokumente sind leicht zu verteilen und können in gängige Formate wie PDF und DOC exportiert werden." Below this, a warning in bold German text reads: "Bitte beachten Sie dringend die unten genannten Hinweise." At the bottom of the interface, there are two buttons: a blue button labeled "Neues Pad erstellen (zufälliger Name) »" and a white button labeled "Pad mit folgendem Namen erstellen oder lac Erstellen / Laden".

On the home page you will also find further information on how to use the platform.

Etherpad offers...	Use with caution!	What Etherpad does not provide...
<p>Team Work</p> <p>Etherpad allows the editing of one or more documents by different users at the same time. You can always keep track of which user added which texts.</p> <p>Exports of Documents</p> <p>Etherpad documents can be exported in various common formats such as PDF or DOC – thus ensuring high compatibility with standard software.</p> <p>Track Alterations</p> <p>Etherpad allows you to view the version history and restore overwritten versions if necessary.</p>	<p>Formatting</p> <p>Etherpad can handle rudimentary formatting but should not be used as an alternative to a full-fledged office program such as Microsoft Word.</p> <p>Imports of Documents</p> <p>Even if the export already works well, the import can be considered experimental. It is therefore better to copy and paste texts.</p>	<p>Ensure data security</p> <p>Etherpad is not suitable for archiving documents.</p> <p>Inactive pads that have not been edited for 180 days are also automatically deleted.</p> <p>Furthermore, if a user knows the URL of a pad he or she can obtain administration rights over the pad, which also include the possibility of irrevocable deletion.</p>

After creating the pad, you will get to the actual page and can now create or insert texts as you wish, create a structure with headings and/or work with your students chronologically.



The functions in the toolbar include formatting options and undo/forward, selecting your own writing color, resetting the colors of all previous authors, exporting or importing content, displaying the version history, saving versions and selecting your own view.

Go ahead and give it a try!

To give you an idea on what is possible in teaching when using the Leuphana Etherpad, we would like to draw your attention to the teaching award winner 2019 Katharina Alexi. The platform played a central role in her award-winning teaching concept:

Katharina Alexi, M. A.:

Enabling (Written) Encounters of Peers with Less Fears – in Classroom and Virtual Space: After Cyber Feminism, the Hashtag? From Sadie Plant to #metoo (and Back)

In the seminar, digital media are both learning subject and tool to support the learning process. Against the background of scientific, artistic and activist theories and practices, Information and communication technologies will be critically reflected upon, especially in relation to digital interactions (hashtags, shitstorms etc.), by using the appropriate analysis tools. At the same time digital tools support collaborative work and peer learning (writing space with Etherpad).

The concept of this seminar is characterized by the targeted and motivating use of digital tools to support collaborative working and peer learning in heterogeneous learning groups. The easily accessible tool Etherpad is specifically used to support the scientific writing process throughout the seminar. This way, new student-centered forms of collaborative work that are independent from space and time could be implemented. This supported the acquisition of the core competence of academic writing in a special way, without compromising the subject matter.

On the Leuphana website you will find further support:

Portal [Digital Platforms and Tools](#)

[Support & Tools](#) for teaching overall

If you have any questions or need individual support, please contact the Leuphana Teaching Service at lehrservice@leuphana.de.

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