

### 3. Recommendations for designing interactive learning activities in the FLS

Based on the findings and experiences described in this evaluation study, we can offer teachers the following recommendations in the form of a step-by-step plan.

1. Create a lesson plan describing your learning objectives, learning activities & work formats, educational setting and monitoring of the learning process.
2. Determine which interactions between students, groups, lecturers, lesson materials and facilities available in the space (as described above) are integral to the lesson plan.
3. Consider how you want to shape these interactions and which online and offline facilities, multimedia and technology you need to organise the interactions.
4. Prepare to use these facilities, multimedia and technology by reading the instructions, practicing and/or asking technical support for assistance.
5. Draw up a risk analysis for the lesson plan and come up with alternatives for crucial aspects and interactions, so you can still support the students' learning process if something goes wrong.

The participating teachers gave the following recommendations for designing education in the FLS:

- Developing a lesson plan can help make teachers aware of the choices that must be made when designing learning activities relevant to the learning objectives.
- It may be useful to design the FLS teaching activities and reflect on the activities together with your colleagues.
- Make a conscious decision on whether or not to use hybrid teaching formats in the spaces. If you use hybrid teaching formats, make sure to arrange extra support for online participants.
- Make regular rounds to monitor each group's learning processes.
- Have teachers who have already taught in the spaces share their experiences and lesson plans as examples and good practices. One way to share these experiences is in the form of knowledge clips showing how teachers have taught in the space.
- Rate whether the space is suitable for specific activities, for example by using +- and - points.
- Draw up a visual overview of possible layouts in the space, and explain which layouts you can use for specific work formats.
- In addition to an instruction manual for the space, teachers often benefit from attending short meetings or seminars in the space. During these meetings, someone can explain the AV facilities, the technology available in the space, and the teachers can try out the equipment and other facilities.
- Arrange for sufficient availability of the FLS. There is an especially high demand for spaces that are suitable for interactive activating work formats, such as the Active Learning Classroom. The space need not necessarily facilitate hybrid teaching.
- Make access to the FLS as user-friendly as possible. Teachers don't want to have to justify why they want to teach in the space over and over again.