3) Template for COLLABORATION

Requirements for functionality of ICT tool				
Requirements	**Yes**	**Maybe**	**No**	**Comment**
Collaborative document creation				
Commenting on documents/photos				
Inviting people to collaborate on project/document/wiki				
Formatting document (fonts, colors, spacing, etc.)				
Uploading documents (Word, PDF, from Google Drive, etc.)				
Exporting document (PDF, Word, to Google Drive, etc.)				
Publishing link to collaborative document				
Chat / messages to other people who is working on collaborative project				
Video conferencing option				
Requirements for editability of OER				
Requirements	**Yes**	**Maybe**	**No**	**Comment**
Download (possibility to download OER in editable version)				
Online (possibility to edit OER online)				
Limited access (possibility to edit OER for registered users)				
Unlimited access (possibility to edit OER without registration)				
Individual development (possibility to edit OER individually)				
Collaborative development (possibility to edit OER				

collaboratively)				
Specify other requirements: • ... • ...				
Requirements for accessibility and usability of ICT tool				
Requirements	**Yes**	**Maybe**	**No**	**Comment**
free of charge				
possibility to add Creative Commons license				
Specify other requirements (intuitive to use, attractive, requirements for OS, etc.): • … • …				

Table 3. Template for Collaboration