Effective Online and Hybrid Teaching: Best Practices

- Presence in the Classroom
- Timely and Effective Communication
- Course Management Strategies

Welcome

- Introductions
  7:05 – 7:45
- Effective Online and Hybrid Teaching:
  - Best Practices
    - Presence in the Classroom
    - Timely and Effective Communication
    - Course Management Strategies
  7:45 – 8:15
- LTU Online Administrative Updates
  - Enrollment
  - Student Evaluations / Continuous Improvement Program
  - Blackboard Updates
  - Adjourn

Effective Online and Hybrid Teaching: Best Practices

- Presence in the Classroom Weekly
  - Just as in the face-to-face classroom, online instructor is required to be
    - Visible and Active
  - Course Content available
  - Lecture Material / documents / guidance
  - Follow the established (syllabus / module 0) course schedule
  - Manage learning experience
  - Facilitate discussion forum
    - Guide and confirm knowledge communicated in forum
    - Grade discussion forum for content contributed
  - Provide weekly feedback for improvement and/or confirm comprehension of subject
    - Grade Forum
Effective Online and Hybrid Teaching: Best Practices

- Presence cont.
  - Rubrics:
    - Provide students guidance for participation expectation
  - Bb Options:
    - Use Discussion Forum “Subscribe” option to receive notification of student posts by email

- Timely and Effective Communication
  - Establish a pattern of communication
  - Address student inquiries with 24 hours via:
    - Blackboard and/or email
  - Set expectations for student participation
  - Establish online Office Hours
    - As needed
    - Before major assignment

- Course Management Strategies
  - Syllabus = Table of Contents
    - Student expectations
    - Assignment due date
    - Grading scale
    - Guidance for success
  - LTU Online Template design
    - Theory and Practice
  - Establish a Pattern of Course Facilitation

- LTU Faculty Experiences:
  - Matt Cole – Arts and Science
  - Stacey DeLoose – Arts and Science
  - Lisa Sacino – Engineering
  - Kimberly Lapinski – Architecture
  - Lisa Eshbach – College of Management
  - Chris Emmons – College of Management
Effective Online and Hybrid Teaching: Best Practices

- eLearning Staff
  - Alan McCord – Executive Director, Administration
  - Diane Cairns – LTU Online, Assessment & Evaluation
  - Rachel Cronover – Graphic Specialist, LTU Online
  - Bill Drummond – LTU Online, eLearning Architect
  - Marija Franetovic – Course Developer, Instructional Designer
  - Cliff Johnson – Classroom Technologies
  - Marquita Poinsetta – eLearning Support

  eLearning@ltu.edu – www.ltu.edu/ehelp - 248.204.2380

Course Development
Steps to Develop your Course

- Gather course materials
- Map course topics into modules
- Plan each module

Resources:

- Start early with your Course Development Template: [http://www.ltu.edu/elearning/audit/overview.asp](http://www.ltu.edu/elearning/audit/overview.asp)

Services:

- Sign up for a Course Development Consultation: Marija Franetovic mfranetov@ltu.edu 248.204.3758

Effective Online and Hybrid Teaching: Best Practices

- eLearning Services Resources
  - Course Development
  - Module 0

Module 0 Tips –

- Introduce yourself including a brief summary of experience and have students post their own introductions
- Establish a communications plan. Let students know when you will answer emails (24 hr rule) and establish online office hours
- Set class expectations up front (work submittal methods and rubrics)
- Include exercises that demonstrate how to use Blackboard, including submitting an assignment
- 12 – 20 slides as a guideline, min of 22 pt font
Discussion

- Comments
- Questions
- Feedback

LTU Online Updates

- 7:45 - 8:15
- LTU Online Updates
  - Student Evaluations / Continuous Improvement Program
  - Enrollment
  - Blackboard Updates

Student Evaluations / Course Improvements

- Student Evaluations
  - Trends
  - Recommendations

Student Evaluations

[Bar chart showing student evaluations from Fall 2009 to Fall 2009 for Course Content and Teaching Effectiveness]
Student Evaluations – Course Improvement

- Semester reporting requirements
  - All LTU Online instructors will be contacted to review Student Evaluations and complete Continuous Improvement plan
  - Supports:
    - Development of faculty and student training requirements
    - Continuous improvement of LTU Online programs
    - Course content development
    - Teaching effectiveness practices

Enrollment

- Student Credit Hours - Non-District

Enrollment

- LTU Online Enrollment

Enrollment

- LTU Online Courses Offered
New Technology / Tools

- Blackboard – Version 9
  - Rollout Expected Summer 2010
  - Digital drop box going away
  - Drag and drop, pull down menus:
    - Ex. Drag and drop content in Document / Modules

Open Discussion

- Feedback
- Questions
- Comments