

Converting Face-to-Face Course to Online Teaching

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Course Planning and General Analysis

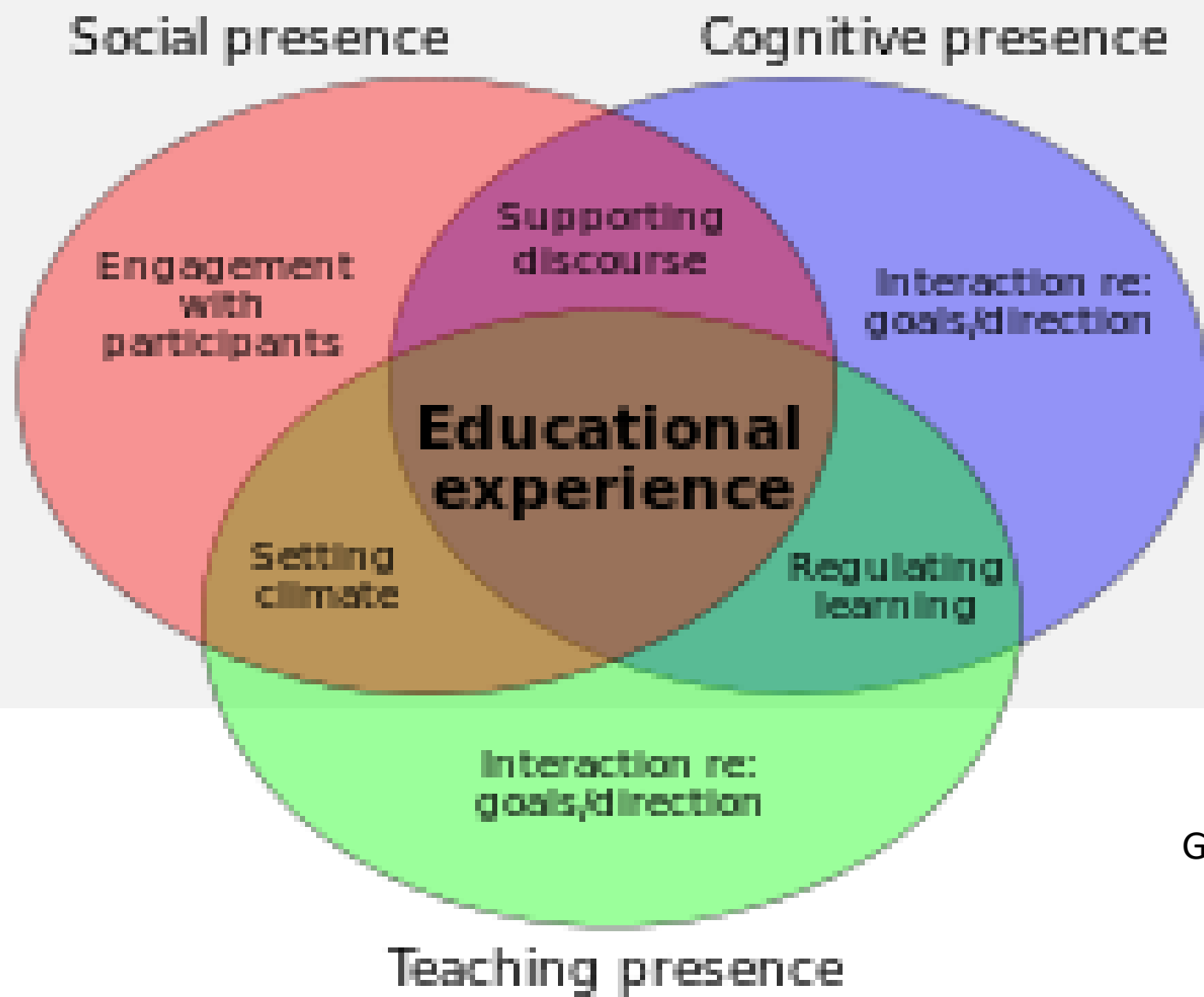
- Course delivery: asynchronous and/or synchronous
- Course review
- Revise syllabus
- Change of role
- Timeline

Course Chunking and Template

- Linear, logical and consistent [course structure](#)
- Course template
- [Home page](#) with welcome message
- Course syllabus and schedule
- [Learning modules](#): [module plan template](#)

Course Communication

- Contact information
- Explicit instructions
- Welcome students
- Frequent communication
- Netiquette



Community of Inquiry

Garrison, Anderson, and Archer (2000)

Asynchronous Delivery and Communication

- Diversified course materials
- Course announcements
- Course Q & A forum
- Asynchronous online discussions
 - Creative ice breakers
 - Provocative, open-ended questions
 - Grading rubrics
- Online assignments and quizzes

Synchronous Communication

- Meeting preparation and setup
- Meeting etiquette
- Communicating expectations
- Structure engaging live activities
- Facilitate live discussions

Assessing Student Learning

- Provide students with clear directions
- Due dates and grades
- Grading rubric
- Promote feedback
- Formative assessment

Technology Considerations

- Support learning objectives
- Be judicious with the use of technology

Technology Tools

- Organizing your Bb Course
 - Bb Course Template
- Assessing your students in Bb
 - Bb Exams
 - Bb Assignments
 - Gradebook
- Communicating with students in Bb
 - Discussion Board
- Other Collaboration/Communication Tools
 - VoiceThread
 - Yellowdig
- Live, Synchronous Class
 - Zoom & Bb Collaborate
- Multimedia & Videos
 - Mediasite

Bb Course Template

By utilizing the left-hand course navigation menu and following a few simple best practices within each week/module, your course will be well-organized, making it easy for your students to find course material.

(Bb Course Template is not “tool” within Bb, but a way of organizing your Bb course into a modular format)

We have developed a Bb course template that you we can copy into your Bb course upon request. Or you can use the sample concept/principles and built your own.

Bb Exams

Bb Exams allow you to conduct exams online, where you build exams, students take exams in Blackboard, and tests are grade online.

Within Blackboard exam settings, you can facilitate various testing accommodations for students with documented accommodations, including extending test time for individual students, deploying an exam at a different time for individual students, as well as other settings.

Bb Assignments

Assignments in Blackboard allows students to submit assignments online, as well as allowing instructors to grade and provide feedback online. The Bb Assignments feature also include SafeAssign, which is a (Plagiarism Detection Tool) that takes student assignment submissions and compares the submissions against a set of academic papers to identify areas of overlap between the submitted text and existing works.

Bb Discussion Board

Course members can have the thoughtful discussions that take place in the traditional classroom, but with the advantages of asynchronous communication. Participants don't need to be in the same location or time zone, and you can take the time to consider your responses carefully.

You can use discussions for these tasks:

Course Q&A, Student/Faculty Introduction

Pose questions about homework assignments, readings, and course content.

Demonstrate your understanding or application of course material.

Voicethread

VoiceThread is an interactive discussion tool that allows you and your students to engage in an asynchronous discussion using a variety of communication mediums that include:

- Video
- Audio
- Screen Capture
- Screen Annotation
- Pictures

This tool is fully integrated with the Blackboard course environment and found under Tools.

Yellowdig

Yellowdig is a social pin-board for teams that lets you quickly share items of interest, assess student participation, and drive class discussions within your private community.

Integrated into Blackboard Learn, Yellowdig helps to turn your course into a social learning community.

Students have a familiar looking site similar to other social networks with the ability to post and share content.

Faculty are capable of setting up a point system to rate the quality of content posted which in turn can be published back to the Blackboard gradebook and used as participation score.

Zoom – Breakout Rooms

Talking:

Exit Full Screen

Meeting Topic: Zoom Meeting

Host:

Invitation URL: <https://villanova.zoom.us/j/>

Participant ID:

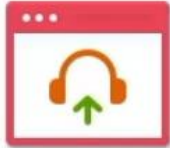
Create Breakout Rooms

Assign 2 participants into 2 Rooms:

Automatically Manually

1 participants per room

Create Rooms



Join Audio

Computer Audio Connected

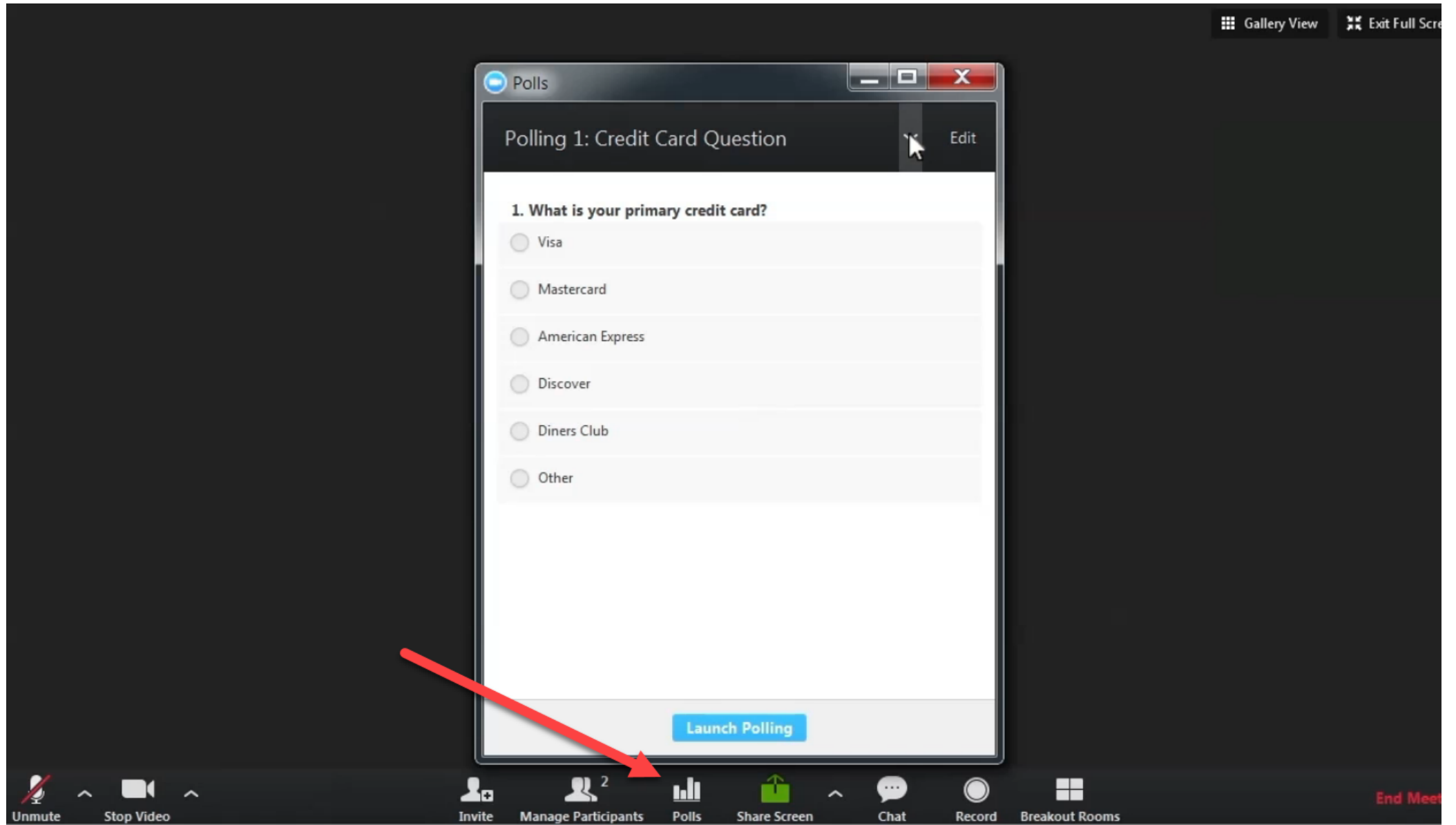


Invite Others

Zoom – Breakout Rooms

The screenshot displays the Zoom interface during a meeting. At the top, a 'Talking:' indicator is visible. In the top right corner, there is an 'Exit Full Screen' button. The central focus is a 'Breakout Rooms - In Progress' window. This window lists two breakout rooms: 'Breakout Room 1' and 'Breakout Room 2'. Under 'Breakout Room 1', there is a participant named 'Student' who is highlighted with a blue selection bar. To the right of 'Student' is a 'Move to' button. Under 'Breakout Room 2', there is a participant named 'Student 2'. To the right of 'Student 2' is a 'Join' button. Below the list of rooms, there is a text input field for 'Broadcast a message to all' and a red 'Close All Rooms' button. To the left of the breakout rooms window, there are partially visible labels: 'Meeting To', 'Host:', 'Invitation U', and 'Participant I'. Below these labels is a 'Join Audio' button with a microphone icon and a green arrow, and a 'Computer Audio Co' label. To the right of the breakout rooms window, there is a user icon and a '+ Invite Others' button. At the bottom of the screen is the Zoom toolbar, which includes icons for 'Unmute', 'Start Video', 'Invite', 'Manage Participants', 'Share Screen', 'Chat', 'Record', and 'Breakout Rooms'. A red arrow points to the 'Breakout Rooms' icon in the toolbar. The 'End Meeting' button is located in the bottom right corner of the toolbar.

Zoom - Polling



The image shows a Zoom meeting interface with a poll window open. The poll window is titled "Polling 1: Credit Card Question" and contains the following question and options:

1. What is your primary credit card?

- Visa
- Mastercard
- American Express
- Discover
- Diners Club
- Other

At the bottom of the poll window is a blue button labeled "Launch Polling". A red arrow points from this button to the "Polls" icon in the Zoom meeting toolbar at the bottom of the screen. The toolbar also includes icons for Unmute, Stop Video, Invite, Manage Participants (with a '2' next to it), Polls, Share Screen, Chat, Record, and Breakout Rooms. In the top right corner of the Zoom window, there are buttons for "Gallery View" and "Exit Full Screen".

Module Goals

- What do we do?
- What is Mediasite?

What we do



Think of big problems that people are not thinking about



Start solving them.

Big Problems



Transition on-ground instruction or face to face to 100% online



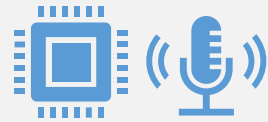
Full Work Load and High Stress



Limited Time

What is Mediasite?

Combines 3 important things



You (voice and video)



Your knowledge (PowerPoints, Excel, Word, your desktop)



Your students

Before
&
After

Face to Face	100% Online
1100 faculty lectures / month	3,600 faculty lectures / month
41,000 student views / month	154,000 student views / month

What is Mediasite Desktop Recorder?

- An Application
- Records desktop or screen
- Desktop, Laptop, Tablet, Smartphone
- Available to all faculty and students



What is Mediasite Desktop Recorder?

- Create Audio / Video content (faculty and students)
- Create Immersive learning experience (quizzing, discussions, comments)
- Securely share, Publish locally or Globally
- Blackboard and Canvas Integrations

What is Mediasite Desktop Recorder?

- Edit, Review and Collaborate
- Automated searchable content (accessibility ready)
- Understand with Analytics
- Upload your own media to share
- Villanova University supported

Resources and Support

- Resources:
 - Teaching Remotely During the Summer
 - Academic Continuity
- Support team
 - [UNIT - Instructional Technologies](#)
 - [UNIT - Multimedia Technologies](#)
 - [Villanova Institute for Teaching and Learning](#)
 - [Falvey Memorial Library](#)
 - [Learning Support Services](#)
 - [Accessibility at Villanova](#)