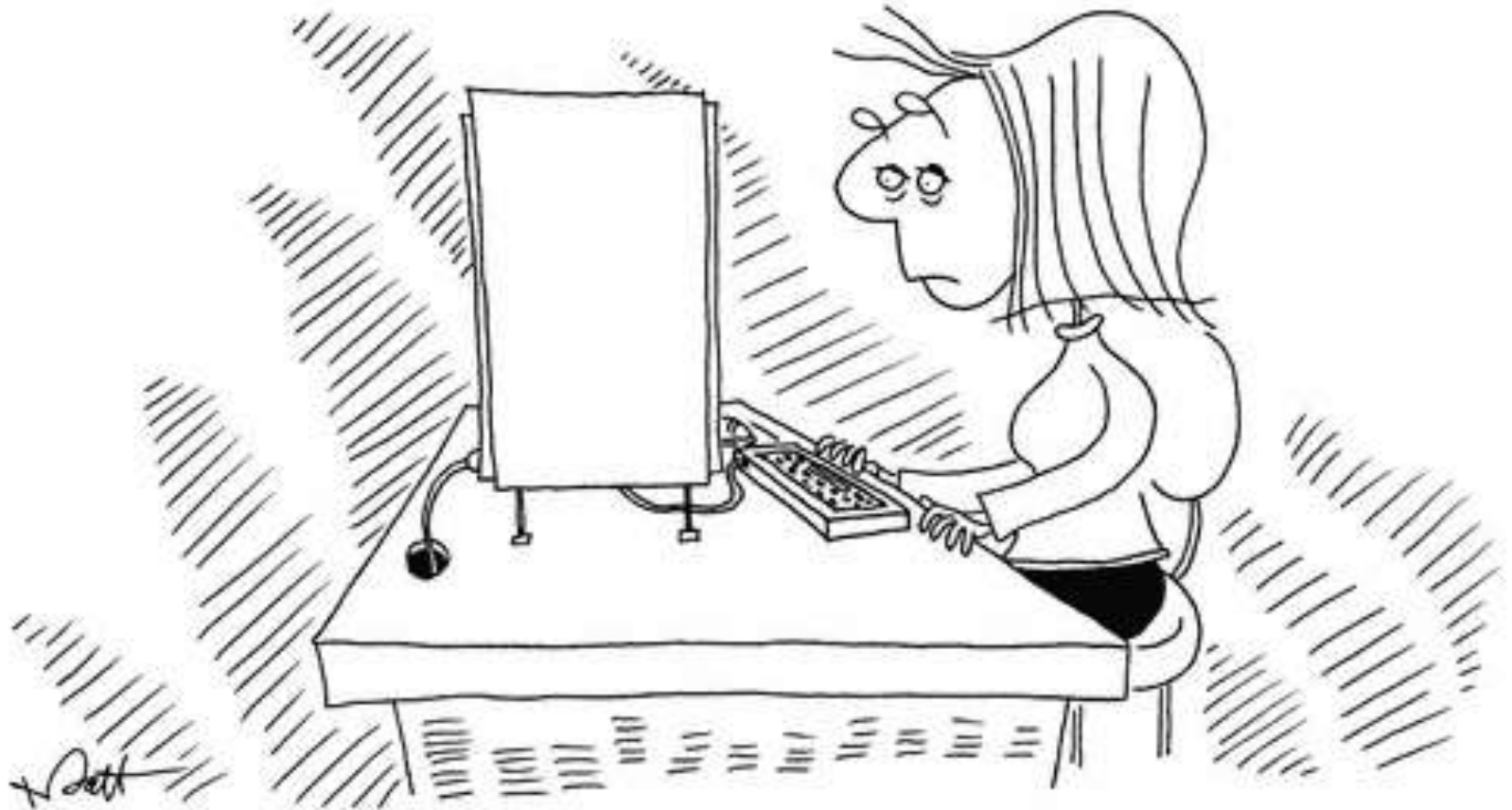


Teaching Online



"You have 736 new messages!"

Saint Francis University Distance Education Instructor Certification Course

C-CUE December 2013 Meeting
Presented by
Theresa Wilson, CETL Director
Briana Taylor, ITID





Some Major Milestones

Oct 2006

Distance Ed
Task Force
(DETF)
appointed

Fall 2007

DETF - SFU
Standards for
Online Course
Design

June 2008 – July 2012

F2F Distance Ed Course
Development Institutes
(DECDI)
6 DECDI, 22 faculty trained

**Feb
2013**
ITID
hired

May 2013

Faculty Senate
approves DE
Policy Manual

2007

2008

...

2012

2013

July 2007

Quality Matters
Online
Certification
Training

May 2008

DETF Final
Report to
Provost

May 2012

Faculty Senate
approves pilot
CDE

Fall 2013

DE Instructor
Certification
Course

What did we set out to accomplish?

We want to provide faculty with the background, resources, and skills they need in order to be able to develop and deliver quality online courses.



Why Online?

- ✓ Asynchronous approach provides scheduling flexibility for instructors and participants
- ✓ Online course provides a model of best practice
- ✓ Online course provides experience with approaches and tools that participants will need to use as an instructor
- ✓ Online format allows faculty to experience and develop an understanding of the student perspective and its associated challenges

What would the online course look like?

DECDI

- 3 or 5-day format
- Daily Agenda – 9 to 3:30
- Flexible Plan
- Primarily synchronous with some “homework”
- Methodology
 - Presentation/Handouts
 - Much Discussion
 - Guided Hands-on Application
- Assessment – informal assignments – no grading

Online Cert Course

- 6 week format
- Weekly Agenda – Mon to Sun
- Modular Plan
- Primarily asynchronous, all “homework”
- Methodology
 - Assigned Reading/videos
 - Some Discussion
 - Independent Hands-on Application
- Assessment – formal assignments – mastery grading

Content

- Focused primarily on course design and delivery
- Very basic Blackboard Skills

Outcomes

- Completed course map
- Partially completed BB course site

Course Goals

At the end of this course, learners will be able to :

- ✓ apply the ADDIE model in the context of online course design and delivery
- ✓ create a course map that aligns measurable student-centered learning objectives with instructional activities and outcomes assessments appropriate to the online environment
- ✓ use Blackboard to develop an online course demonstrating good design techniques and pedagogy
- ✓ use Blackboard to deliver an online course demonstrating Best Practices for online course delivery
- ✓ use Blackboard and other tools to provide opportunities and mechanisms for gathering feedback about the course

SFU DE Instructor Cert Course Map

Course Goals – At the end of this course, learners will be able to:

- Apply
- Create

Topic Segment Date	Task and/or Objective What will the student be able to do after instruction is complete?	Activities and Resources What teaching and learning activities will be used? (est. time)	Assessment How will student achievement be assessed (est. time)	Total Time
Pre-course Start Here				
Week 1				
Week 2				
Week 3				
Week 4				
Week 5				
Week 6				
Post-Course Wrap Up				

Alignment
Student Engagement
Credit Hour Equivalencies



Challenges

- ✓ Identifying what was “just enough”
 - ✓ Focused on checklist
 - ✓ Drew on personal knowledge of typical courses
- ✓ Dealing with different level of BB expertise
 - ✓ Kept to basics and most frequently used tools
 - ✓ Introduced skills gradually - related to assignments
- ✓ Scheduling the Collaborate session
 - ✓ Do it earlier in the semester
 - ✓ Record it
- ✓ What to do with Department or Program templates

Participant Feedback

- ✓ Participants report spending 3-8 hours/week (avg of 6) on the course – will use this as a guide when revising
- ✓ Move Collaborate session to beginning
- ✓ Provide more materials on course mapping
- ✓ Possibly add more video content
- ✓ Balance carefully
- ✓ They liked the approach to grading, timely and thorough feedback, online delivery; found course mapping to be particularly valuable



What's Next?

- ✓ Mail certificates
- ✓ Revise course over break and prep for Jan
 - ✓ Jan 13 section – full
 - ✓ March 10 section - full
 - ✓ June 9 section – 1 seat left
- ✓ Follow-up
 - ✓ Periodically check in with participants, check course
 - ✓ Re-ask some of the survey questions during and after course is taught
- ✓ Schedule complimentary training

Questions?



Theresa Wilson

twilson@francis.edu

(814) 472-2799

Briana Taylor

btaylor@francis.edu

(814) 472-3207