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INSTITUTE FOR TEACHING
AND LEARNING EXCELLENCE

Supporting faculty in the creation and development of high-impact learning opportunities



Preparing Online Instructors Fall 2020

Preparing Online Instructors Fall 2020 Course

This interactive six-week course (Oct. 4 to Nov. 14) is 100% online and designed to give participants a deeper understanding of various concepts, principles and engagement strategies to use when designing and administering online courses. The course is structured similarly to a typical online class, which means participants will complete regular assignments, post on a discussion board, collaborate in groups and use various instructional technologies to create assignment deliverables. The typical workload is six to eight hours per week, and topics covered include best practices in online education, creating online assignments, investigating copyright and intellectual property, exploring technology tools for online instruction, increasing student engagement and more.

Note: While the bulk of the course is asynchronous, there are two required virtual meetings

from **1:00 to 2:30 p.m.** on **Oct. 6** and **Nov. 10**. A Microsoft Teams link will be provided.
See the downloadable syllabus for all the course requirements.

Sign Up for Preparing Online Instructors



Dr. Dickey



Dr. Morris

Scholarship of Teaching and Learning

OSU faculty members wishing to deepen their understanding of teaching and learning are invited to participate in this six-week workshop facilitated by Drs. Kristi Dickey and Gina Morris. Structured as a fully online offering, participants can expect to work both independently and as part of a cohort while investigating:

- Strategies for creating effective lessons.
- Approaches that promote student engagement.
- Mechanisms for increasing student motivation.
- Influences of educational theory and practice.
- Components of effective instructional design.
- Techniques that encourage active participation.
- Meaningful approaches to assessment.

Fully online from **Oct. 5 to Nov. 13, 2020**.

[**Read More**](#)

Sign Up for Scholarship of Teaching & Learning

Featured Events



Mentoring from a Distance: Supporting Students During a Pandemic

Student/faculty relationships are among the best predictors of student success, retention and graduation. Building and maintaining those relationships is especially critical this year, as students are likely to have much less face-to-face interaction due to social distancing efforts while their needs for support may be greater. Based on her experiences teaching online courses for the past seven years and mentoring graduate students as a program coordinator and advisor, *Karina Shreffler* will offer tips and strategies for providing mentorship and support to students during the COVID-19 pandemic.

Oct. 22 . . . 1-2 p.m.

Leading Students through Difficult Conversations

A critical life skill is the ability to have a difficult conversation with others — in the family, the workplace, etc. Yet it is a life skill that is seldom taught and one that many never master. This hourlong webinar provides instructors with insight and tips on helping students build the skills to be successful in difficult conversations. The focus is on how to incorporate the skills into role plays, activities, and case studies – opportunities for students to actually apply the skills and then receive constructive feedback.

Presenter: Charles E. "Ed" Kirtley

Nov. 12 . . . 1-2 p.m.

Canvas Webinars in Preparation for Fall 2020

ITLE is providing several Canvas-focused webinars to help faculty this semester. These sessions will be useful for instructors who are using online, face-to-face, hybrid or flexible course delivery models.

Sept. 30, 9 a.m. — Using Quizzes for Student Assessment in Canvas

- Oct. 7**, 9 a.m. — Supercharge Your Grading with Canvas SpeedGrader
- Oct. 14**, 9 a.m. — Creating Assignments in Canvas
- Oct. 21**, 9 a.m. — Maintaining Academic Integrity when Using Quizzes in Canvas
- Oct. 28**, 9 a.m. — Using Quizzes for Student Assessment in Canvas
- Nov. 4**, 9 a.m. — Supercharge Your Grading with Canvas SpeedGrader
- Nov. 11**, 9 a.m. — Maintaining Academic Integrity when Using Quizzes in Canvas

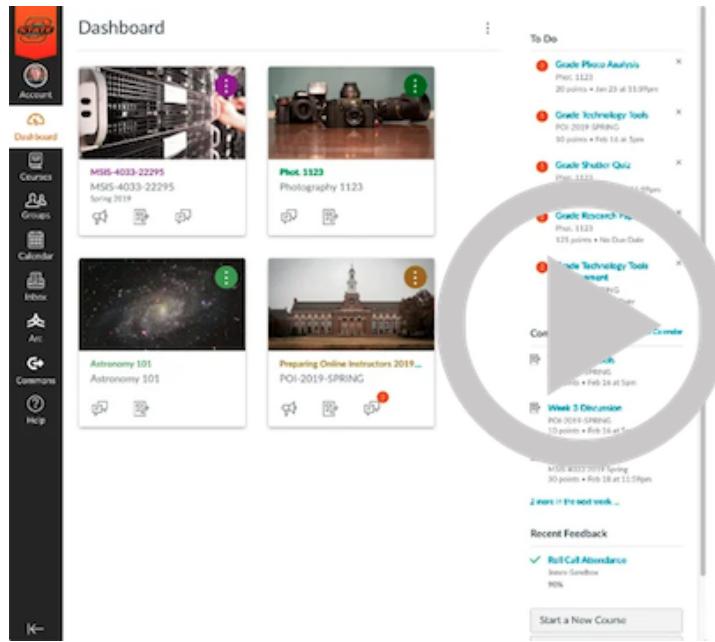
Early Career Faculty Support Program

ITLE has prepared a series of workshops and presentations to help new faculty. Sign up once and attend what you like. A reminder and attendance link will be sent for each event.

Downloadable PDF Agenda

*A *Microsoft Teams* webinar link will be emailed to each registered participant prior to the webinar.

Register for Events Here



The screenshot shows the Canvas LMS dashboard. On the left is a vertical sidebar with icons for Account, Dashboard, Courses, Groups, Calendar, Inbox, Art, Commons, and Help. The main area is titled "Dashboard" and displays four course cards:

- MSE5-4033-22295** MSE5-4033-22295 Spring 2019
- Phot. 1123** Photography 1123
- Astronomy 101** Astronomy 101
- Preparing Online Instructors 2019...** POI-2019-SPRING

To the right of the courses is a "To-Do" list:

- Grade Photo Analysis Phot. 1123 20 points • Feb 25 at 11:59pm
- Grade Technology Tools POI-2019-SPRING 50 points • Feb 11 at 5pm
- Grade Shutter Quiz Phot. 1123 10 points • Feb 25 at 11:59pm
- Grade Research Project Phot. 1123 525 points • No Due Date
- Grade Technology Tools POI-2019-SPRING 50 points • Feb 11 at 5pm
- Week 3 Discussion MSE5-4033-22295 Spring 2019 10 points • Feb 14 at 5pm

At the bottom of the dashboard, it says "2 more in the next week..." and "Recent Feedback" with a "Roll Call Attendance" entry.

Re-Grading a Quiz Question in Canvas



Using the Canvas Calendar

If you enter the wrong answer as correct when setting up a quiz in Canvas, you can re-grade the question after students have already taken the quiz. In doing this you have some options as far as how student scores on that particular question are handled including giving full credit, counting both answers as correct, and more.

Examity Online Test Proctoring

Examity is now fully integrated in Canvas and can be used for exam proctoring. As you plan for exams that will be using online proctoring, please review the information on the [ITLE website](#) to become familiar with the process and limitations.

Faculty Training

ITLE will host Examity representatives in early November to prepare for final exams.

Self-Paced Online Teaching Workshop

This self-paced online teaching workshop covers a variety of topics such as outcome-oriented course design, engaging online learners, creating an online activity and assessment plan and more. Whether you are new to online teaching or need a refresher, this course is designed to meet your needs in a flexible format. While working through modules in the workshop, participants will create an Online Learning Assessment Portfolio, which will be submitted to the instructor upon completion of the final module. After receiving your portfolio, the instructor will set up a time to discuss your experience in the workshop with a one-on-one video conference.

To sign up, contact Elaine Johns at itleevents@okstate.edu. You will be asked to provide your CWID so we can add you to the course.

[Self-Paced Online Teaching Workshop Syllabus PDF](#)

Need Help with your Course Design?

As you begin creating your upcoming courses, remember that ITLE teaching support specialists are happy to assist. Although we are not in our offices every day, we are still available to help with all aspects of online teaching. Contact us at kdickey@okstate.edu, gina.morris@okstate.edu, or simon.ringsmuth@okstate.edu.

Have Questions About Teaching Online?

Contact ITLE for assistance with your online teaching questions.

Phone: (405) 744-1000

Email: canvas@okstate.edu

Shifting to Online Teaching

With a shift to teaching a course online, instructors need a plan to produce high-quality instruction. To accomplish this, it is helpful to think about key elements of learning as you

prepare. For more information visit the [**Teach Online Effectively**](#) webpage.

[Visit ITLE Website](#)

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[Events Calendar](#)

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