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**INSTITUTE FOR TEACHING
AND LEARNING EXCELLENCE**

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



Preparing for Spring

What's in this Email:

1. Review your Syllabus
2. HyFlex, an Overview
3. Online Student Assessment
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6. Setting up Canvas

REVIEW YOUR SYLLABUS

The course syllabus often serves as the first point of contact between the instructor and students. A well-crafted syllabus not only communicates what the students should expect to do, but can be a road map for successful completion of those goals.

[Read More](#)

[Syllabus Template](#)

HYFLEX, AN OVERVIEW

The [HyFlex model](#) offers both classroom and online options for all or most learning activities, giving students the flexibility to choose when and where they attend to the course requirements.

[Video](#)

[PDF 1](#) - Flexible Course Delivery

[PDF 2](#) - Additional HyFlex Info.

ONLINE STUDENT ASSESSMENT

Well-designed courses measure students' learning using both frequent, low-stakes tasks that occur throughout the course and more formal tasks—exams, projects, or presentations—that tend to occur at prearranged evaluation times.

[Read More](#)

RECORDING LECTURES

The best way to deliver pre-recorded lectures for students is through the Studio feature of Canvas. The video below covers the process of recording and uploading videos to a course on Canvas.

[Video](#)

FEATURED WEBINARS:

Getting to Know Canvas: **Dashboard, Modules, and Pages**

An overview of the key components of the Canvas system. This program is being offered via MS TEAMS online conferencing.

Jan. 12, 2021 from 2:00 to 3:00 pm

[Sign up Here](#)

Spring 2021 Graduate Teaching Assistant One-Day Conference on Teaching: **Teaching Effectively during a Pandemic**

During the Zoom discussion sessions, you will be able to have deeper dialogue on the material with the presenter and other interested instructors. An agenda with all the details will be available in the Canvas portal.

Jan. 13, 2021 from 8:45 am to Noon

[Sign up Here](#)

Spring 2021 ITLE Faculty Teaching Session

Each session is 20 minutes long. The presenter will show content for the first 5-10 minutes and then open up for Q&A. You may stay for all sessions or come and go as you like. Sessions are listed on the Sign-up page.

Jan. 14, 2021 from 9:00 am to Noon

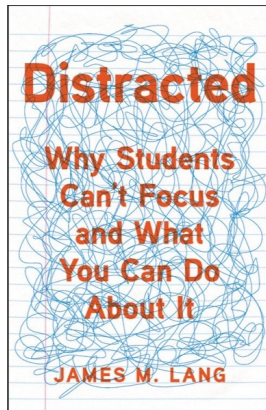
[Sign up Here](#)

OSU FACULTY READS - SPRING 2021

Distracted: Why Students Can't Focus and What You Can Do About It*

by James Lang

Drawing from research pertaining to both the science of attention and education, Dr. Lang discusses the reasons for distraction and offers specific strategies that can



make your students more attentive and engaged learners.

[Read More](#)

Fri, Feb.12 . . . Chapters 1, 2, 3

Fri, Mar. 12 . . . Chapters 4, 5, 6

Fri, Apr. 16 . . . Chapters 7, 8, 9, and Conclusion

** Faculty will supply their own copy of the book.*

Scholarship of Teaching and Learning for GTAs - Spring 2021

Graduate Teaching Assistants wanting to deepen their understandings of teaching and learning are invited to participate in this six-week workshop facilitated by Drs. Kristi Dickey and Gina Morris. This is a fully online offering with much of the work completed on your schedule. However, participants should expect to devote **4 - 6 hours each week** to readings and assignments.

February 1, 2021 to March 13, 2021

[Read More](#)

SETTING UP CANVAS

Below is a list of the most useful tutorial videos for getting your Canvas course site read for the next semester.

Importing from another Canvas Course

[Watch the Video](#)

Content can be imported into a Canvas course directly from other Canvas courses, which is very useful when re-using content from one semester to another. The same process can be used when copying content from a Sandbox or Test environment into an actual course.

Setting a Custom Dashboard Image

[Watch the Video](#)

Canvas lets instructors customize the dashboard images of courses by using header images. These can be a useful way of distinguishing courses from each other and providing visual cues as to the type of content contained within a course.

Adding TAs to Your Course

[Watch the Video](#)

Instructors can use the People option in a course navigation bar to add a TA to a class.

Five Things to Get Started with Canvas

[Watch the Video](#)

This video will help new Canvas users get started as quickly as possible.

[More Canvas Tips](#)

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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