Setting the Stage for Success in the Extended Classroom

Keep students informed
- Teach from a well-defined course outline/schedule
  - Keep the learning objectives as a central focus/roadmap
- Use a clear communication plan
  - Course Email
  - Course News Items

Create an engaging, interactive experience for students
- Periodically, call on students and use a class list to ensure all students are included in discussion
  - Check students off for participation
  - Identify students as in-class and virtual
- Ask for a student volunteer to watch for hands raised in the virtual platform and to monitor the chat; student volunteer will say name of student asking question
- Invite students to share their screens and contribute to the lesson
- Use groups/break out rooms for brief interactions
- Using the virtual platform polling feature
- Conduct a KWL [What do you KNOW? What do you WANT to know? What have you LEARNED?]
- Use the virtual whiteboard to conclude each class period with an engaging summary
  - What questions do you have?
  - What did you find positive/helpful?
  - What changes would you like to see?
  - What “aha” moments did you experience?
Create a Video Conferencing Covenant

- Work with the class to develop the code of conduct. If they are involved, they may be more likely to follow.
  - Use the chat for sidebar comments
  - Use the “raise your hand” icon when you wish to speak
  - Use the “thumbs up” icon to non-verbally respond positively in the chat
  - Keep conversations that occur during the session confidential
  - Don’t take pictures or video record during the session
  - Participate in a space where you can focus and be actively engaged
  - Be considerate of others’ viewpoints, seeking to understand rather than react

Create a space for shared content and resources

- Use the LMS as a central repository to ensure the class materials/resources are the same for all students and can be shared in advance
  - Visit the Help Guides for using D2L as a central repository
    - How to access course in D2L
    - Course homepage and general overview of tools
    - Adding docs, pdfs, ppts, links
    - Creating html file
    - Using assignments
    - Using discussions
    - Quizzes
    - Providing Feedback