Best Practices for Online Teaching

Create a communication plan. (Think ahead about how you will talk to your students and how frequently.)
- Send a welcome email at the beginning of the course (typically the first day).
- Record a short welcome video (less than five minutes).
- Strive for faculty-to-student interaction (remain engaged throughout the semester).
- Encourage student-to-student interaction with discussion boards, chatrooms or a channel in Microsoft Teams.
- Respond to emails within 24 hours.

Personalize the content with weekly videos and voice-over for presentations; use captions to meet ADA standards.

Provide students the opportunity to meet synchronously once per week (record session for those who are unable to attend live).

Provide feedback. This is particularly important when students are not meeting regularly in a face-to-face classroom.

Complete early warning notifications throughout the semester (Starfish, etc.).
- Post encouraging announcements in the LMS.
- Utilize peer feedback for some assignments.

Share support resources available to students (Helpdesk, Pirate Tutoring Center, Library, etc.).

Ensure a consistent layout in the LMS (such as Modules, Pages, etc.).

Be flexible and understanding.

Don’t expect all students to attend virtually at a set time (record sessions to be viewed later).

Don’t assume students have constant or fast internet access (hence the need for recorded sessions).

Additional Resources for Online Instructors
Sample Canvas Course(s) can be found HERE.
Benefits of Feedback to Students can be found HERE.