



CONVERTING FROM LECTURES TO ONLINE DELIVERY

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Feeling challenged on how to move all your teaching online? You are not alone!

MATERIALS

- **Review your current lecture materials**
 - Slide decks
 - Videos
 - Online links
 - Activities
- **Consider what new options your remote tools offer you**
 - Quizzes
 - Collaborative documents
 - Recording
- **Ask colleagues for advice**
- **Map out the new lessons**

USE WHAT YOU ALREADY HAVE, SPLIT UP INTO BITE SIZED CHUNKS

BE OPEN TO TRYING NEW TOOLS AND WAYS TO ENGAGE YOUR STUDENTS

ASK THEM FOR IDEAS - MAKE THIS A DIALOGUE

DELIVERY

We all HAVE to change! But it's scary for almost all educators, especially given little notice, in the middle of a course or semester

1. **Communicate your plans and discuss them with your students**
 - a. Everyone is feeling challenged - being open about this brings everyone together
2. **Keep online sessions to less than an hour**
 - a. Learner attention spans are far more limited in front of a screen
3. **Be aware of different time-zones**
 - a. Don't assume that all students can make the posted lecture times
 - b. They may be around the world or facing multiple calls on their attention
4. **Record all sessions and post them for later viewing**
 - a. Everyone gets to see each session, even if not "live"
 - b. Recordings are also useful if your own connection goes down
5. **Set up quizzes for each shorter session**
 - a. This helps students (and you!) confirm learnings
 - b. It can also build confidence
6. **Track student engagement**
 - a. Use the built in tracking in most LMS to record student engagement
 - b. Reach out to dis-engaged students and offer help and support