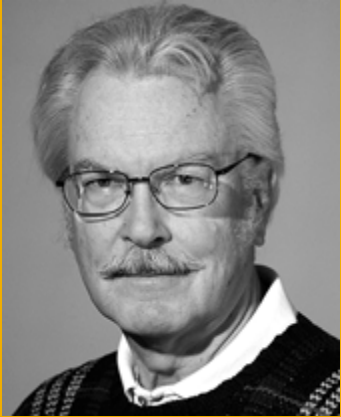


Lessons Learned in the College of Business

Preparing to Teach Online

Session Panelists



Steve
Goodwin –
MKT

Gary
Hunter –
MKT

Matt
Nelson –
ACCT

Terry
Noel –
MQM

Jean-Marie
Taylor –
CTLT

Workshop Series

Ten-week program which include best practice topics such as:

- Understanding the course design process
- Writing effective course objectives
- Organizing materials to benefit students
- Using and creating meaningful assessments
- Designing effective rubrics
- Developing multimedia content
- Using various Blackboard tools

Panelist Experiences

- Describe the course(s) that you were preparing to teach online.
- What did you learn in the process of preparing to teach online?
- What you wish you had known then (as you were preparing) that you know now!
- What would you like attendees to know that will help them to be successful as they embark on this process?

Spring Online Teaching Cohort

- **Purpose:** To prepare faculty for teaching online during the summer
- **Size:** Cohort of no more than 14 individuals
- **Format:** Workshops & individual consultation
- **Rationale:** Provide faculty individual support and resources need to create and deliver an effective online course!

Date	Topic	Details
January 23 (Fri.) noon – 1pm	Orientation	Introduction to the program & introduction of participants
February 6 (Fri.) 9am – noon	Course Design Session 1	Learning Objectives and Assessment Plan
February 20 (Fri.) 9am – noon	Course Design Session 2	Organization and Communication Strategies
February 20 (Fri.) - March 4 (Wed.)	Course Outline Due	
March 10 – 15 (Mon.-Fri.) 9am – 3pm	Blackboard Workshops or other SI workshops	
March 15 – May 11	Individual participants working on their own online course	
May 12 (Tues.) 10am – noon	Final meeting	Show & Tell of online courses
Early May	Online Course Review	Instructional design consultants will review the course.
Summer 2009	Follow up	Instructional design consultants will follow up with individual participants.
Summer 2009	Online Midterm Chat	Instructional design consultants will conduct a midterm chat with online students and provide feedback to the instructors.
Summer 2009	Reflection & Program Evaluation	Participants will receive program evaluation by e-mail.

Questions



**Thank you for attending the
Symposium!**
