Course Title: IST 700: Tools and Techniques for Teaching Online

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Format: 10-week 2-Credit course, Primarily asynchronous through Blackboard. There will be a required face-to-face orientation meeting Friday, Sept. 17th from 1-4 p.m. and an online synchronous session midway through the class using Adobe Connect.

Description

The online environment provides new challenges to someone used to teaching in the face-to-face classroom. In this course, participants will explore both synchronous and the asynchronous online course experiences, will explore different technologies for providing learning experiences and tools useful for assessment, and will also experience different communication tools in a variety of typical online classroom situations. Participants will prepare a course structure, will explore the tools available for course management, and will learn techniques for facilitating an online course. After completing the course, participants will be prepared to teach their own online course.

Learning Outcomes

Ultimate Outcome

Participants will prepare an online learning environment for a course through the Syracuse University Blackboard system and will be prepared to facilitate the course.

Contributing Outcomes:

Participants will understand the significant differences between teaching online and teaching face-to-face and will be prepared for these differences.

Participants will incorporate Universal Design concepts into their course.

Participants will contrast synchronous and asynchronous online education and be able to select the appropriate mode for a learning need. They will customize their own tool for a course.

Participants will engage with each other through a variety of online communication methods and techniques and will organize and facilitate discussions.

Participants will experience a variety of technologies for providing both asynchronous and synchronous learning experiences and will create experiences appropriate for their content.

Participants will experience a variety of methods for online assessment and will create assessments appropriate for course content.
Participants will understand the importance of organization in an online course and will employ basic organizational techniques in their own course.

Participants will experience a variety of tools and techniques for facilitating online courses, will compare and contrast these tools and techniques, and will select appropriate tools for their course.

**Schedule**

Face-to-Face Orientation Meeting - Meet instructors and classmates, overview of Blackboard Learning Management System (LMS); Friday September 17, 1-4 p.m. Hinds Hall Room 013

Week 1 - Differences between Teaching Face-to-Face and Teaching Online.
Week 2 - The Learning Management System (LMS)
Week 3 - Universal Design for Learning
Week 4 - Online Communication Methods
Week 5 - Asynchronous Learning Experiences
Week 6 - Synchronous Learning Experiences
Week 7 - Methods for Assessment
Week 8 - Keeping it Organized
Week 9 - Facilitating the Course and Setting Expectations
Week 10 - Wrapping Up and Discussion

**Assignment Overview**

There will be weekly assignments for this class, but most assignments will be centered on the participant creating their own course in the Blackboard system. As the participant completes each week of content, they will then be directed to apply that content in adding on to his or her own course. There will also be peer review components where participants will use checklists and other tools to review the courses of other participants. The result is that by the end of the course, participants will have a significant amount of preparation completed toward development of an online course.