QUICK TIPS FOR TEACHING AND LEARNING CONTINUITY

- Revisit your learning outcomes and communicate to the students what is realistic and manageable for the time being.
- Communicate to the students the need for all of us to be flexible, creative, and patient.
- Use technology that you and the students are already familiar with. If it's a new tool, consider asking yourself the "why" for using it before the "how" to.
- Consider multiple means of representation, multiple means of action and expressions, and multiple means of engagement.
- Consider creating a Netiquette Guide to promote an inclusive online environment where everyone feels respected, valued, and welcome.
- Create a sense of community and be present for your learners (by checking communication platforms often, responding frequently, and letting students know you care for them).

What teaching strategies will you be using?

- Consider recording a video (You could use tools like Edpuzzle or YuJa).
- If your course has an online presence already in Elentra or Brightspace consider uploading content into the course shell.
- Consider narrating your PowerPoint (Use the Record Slide Show feature in PowerPoint).
- If you have a TA, you might consider repurposing their role (e.g focus on communication with students, engage in discussion forums, etc).
- Consider alternatives like a virtual lab experience, simulations and the like.
- Revisit the learning outcomes, can you change "demonstrating" to "observing"?
- You could still use Poll Everywhere, Kahoot, Mentimeter as engagement tools.

What will the student engagement (with you as the instructor, the content, or with the peers) look like?

ENGAGEMENT WITH INSTRUCTOR

- Hold virtual office hours via Zoom. To make the best of these meetings, encourage students to come prepared with a summary of their progress to date, and to have identified areas in which they welcome feedback or guidance.
- Send frequent communication to the students regarding changes. Consider informing learners when they should expect to hear from you, and how.
- Consider sharing your speaker's notes.
- Post Announcements in the course homepage and forward that same notification to the students' email through the class list.
- Consider expanding communication options to Zoom, WhatsUpp, Skype, LMS, etc.

ENGAGEMENT WITH CONTENT

- Consider using the Accessibility Checker tool in word to ensure your documents are accessible.
- Consider tools like Perusall, a platform for collaborative reading.

ENGAGEMENT WITH PEERS

- Utilize the discussion board; consider adding guiding questions to elicit conversation and engagement.
- Consider asking students to share their notes with their peers.
- Utilize the Breakout Room feature in Zoom or Google Hangouts for synchronous collaboration.
- Consider an FAQ section.
- Suggest to students platforms like Google docs or Microsoft Teams in Office 365 for collaboration.

Assignments and Assessment

- Students' ability to meet deadline or course expectations may be compromised (for health reasons, lack of WiFi, etc).
- Ask students to properly label the files they upload [e.g. Last name_Assignment type_Course]
- Invite students to record presentations or demonstrations using simple technology.
- Consider different methods of providing feedback to the students (written, audio, video, screencast).
- If you have a final in-person exam, consider changing it to a take-home exam or to a different assignment altogether that still addresses the same learning outcomes.
- If you have a final essay, consider changing to an annotated bibliography or critique while capturing the same outcomes.

For further support or examples of any of the above, contact: **Klodiana Kolomitro, PhD**
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