Quick Start Guide for Teaching Online

Content and Resources

The following categories are not discipline-specific and may not have all the range of activities/content types you have.

Theory – based content

What you may have now:

- PDF/PPT lecture slides
- Lecture recordings (Echo360)
- Handouts/Guides
- YouTube/video links
- Articles/Journals
- Podcasts

Possible online solutions

- Most basic: Static slides with explicit instructions.
- Most popular: Live Online lecture (with slide sharing or screen sharing).
- More advanced: Static content with (asynchronous) interactivities.
- Most advanced: Flipped learning: fully interactive online lessons with drop-in sessions for questions only.

Group – based activities

What you may have now:

- Tutorial
- Seminars/Class discussions

Possible online solutions

- Webinars (with live moderated discussions)
- Online forum

Technology Considerations

Always consider your hardware and connections in your decision-making. For more information, see Infographic here.

Skills/practice – based

What you may have now:

- Lab-based activities
- Technical demo
- Clinical practices
- Simulations
- Site visits

Possible online solutions

- Video of a Technical Demonstration
- Video of a Simulation Demo

Assessments

Online assessment will be a critical step in moving your content and activities online.

Summative Assessment (for a final grade)

- Assignment submission (written essay, portfolio submission, demonstrations (competency-based)
- Microsoft Outlook: Record narrated slideshow
- Microsoft Teams: Record meetings*
- HSP activities

Formative Assessment (feedback provided to guide progress)

- Peer assessments/ feedback
- Group activities
- Class discussions
- Short Quizzes
- Moodle online forums
- Moodle OU Blogs / OU Wiki
- Moodle quiz (Available in SEB)
- HSP lessons

Assessment Feedback

Your feedback ought to be specific and is time-critical for students.

- Interpreting and grading learning
- Peer assessments
- Self-Assessment
- Rubric

Bringing them all together (Your Moodle site)

Your Moodle site will be the main place for students and teachers to communicate.

How can I ensure my students can find what they need?

- Think about the structure of your Moodle site.
- Students need to be able to navigate and find information easily.
- Clear signposting is key.

Moodle overview and quick tips

- ASCILITE checklist: key information required in an online course
- Quick Guide: Moodle tool guide for teachers
- Examples of good Moodle sites
- Good signposting example

Helpful Moodle site set-up guides

- Importing activities from other Moodle sites
- Adding course content
- Activity completion (help students track their online progress)

Tips and support for your students to study online

- A strong Teacher Presence is crucial (See “Engaging Students Online”)
- Student orientation for online study
- Tips for online study
- General student social wellbeing tips and support