Lesson Plan

This workshop is designed to introduce the faculty of PEN-International institutions to the pedagogical considerations for delivering an online course. We will discuss the importance of pre-planning, organization, and the important elements of an online syllabus. Participants will have the opportunity to actually "work through" a sample online course and to discuss the important components of a course syllabus.

Goals
- To learn the issues to be addressed before one delivers an online course
- To discuss the components of a successful curriculum

Objectives
At the end of this workshop, faculty will be able to:
- Identify characteristics of good course design to online learning
- Identify "effective teaching techniques" for distance learning
- Recognize the need for instructional development
- Recognize the importance of establishing "learning outcomes" for an online course

Background preparation

- Visit RIT online learning
  http://online.rit.edu

- http://www.rit.edu/%7E609www/ch/faculty/effective.htm
  What makes an effective and rewarding distance learning experience for both the students and the faculty, an experience that would be described as one of quality? How do the components of distance teaching and learning experiences fit together to become an educational whole? These questions underlie a continually growing body of educational research.

- The University of Colorado/Boulder has a nice website for students to explore, to help them decide if online learning is "right" for them.
  http://www.cuonline.edu/

Materials
- RIT Sample Course Syllabus
- PowerPoint
- Course Development Model (excerpts)

Schedule
1:00-2:00
Introduction
Plan for the day
PowerPoint – Intro (overall plan for the day)
- a look at a current online course
- discussion about what is currently taught
- how to adjust your course to an online course
- developing a course: performance outcomes, content resources, practice, assessment

FirstClass and/or Prometheus
- view a course currently online
- components
- organization

2:00-3:00
Design and organization of the course
- view and discuss a sample syllabus
- important parts of a syllabus
- specific information for students

3:00-3:45
Effective teaching techniques for distance learning
Developing a course:
- performance
- resources
- practice
- assessment

3:45-4:00
Wrap up
Evaluations