

## Our Online Presence in 4 Spaces

#1 - Course Communications

#2 - Online Learning Activities

#3 - Feedback

#4 - One-on-One Communications

## #1 Course Communications

- We set the tone and our presence through weekly communications to our learners
  - Consider 2 Communications: Housekeeping and Learning
    - Housekeeping
      - Outline for the week
      - What's needed from them as learners? What will be challenging?
      - Address time-management and academic disciplines
      - Direct them to resources
    - Learning-Focused
      - Provide an organizing question or idea for the week
      - Mental Model or Framework: shelves for their mind-closet
  - Formatting makes a world of difference

## #1 Course Communications

- Alert students to important feedback and graded items: where to find them and how to view them
- Create a professor introduction for your courses to help your students connect with you on a human level
- Communicate via your computer and not from mobile devices
- Use media-rich communications so they can see your face and hear your voice

## #1 Course Communications

- Use Corporate Language: “We” and “Us” reinforces the social nature of the classroom
- Use language of expectation: “You’ll want to have read \_\_\_\_\_ by this coming Wednesday so that you can participate in our discussion.” “ Come to our Zoom session prepared to...” “You may find this text a difficult read because the author is using as sociological framework and...” “On your first paper, I will provide very detailed feedback. This means I expect you to apply that feedback to your subsequent papers.”

## #1 Presence Course Communications

- Reflect on what you're learning as a lifelong learner
- Provide opportunities for feedback on the learning process
  - What's been most challenging?
  - What's been most challenging or surprising?
  - What would improve your learning experience?
- Have a manageable way to respond to that feedback

## #2 Presence in Online Learning Activities

- Your online learning activities are the 80/20 of your presence and teaching
- Move from Deism to Active involvement
  - Design your activities with your role in mind
  - Think of how you will scaffold your learners
- Frequency matters
- Strike while the iron is hot, not after it's cooled
- Don't be afraid of over participating
- Get feedback from your students on how you can better support them

## #2 Presence in Online Learning Activities

- Stimulate inquiry with questions
- Ask for an example or more detail
- Connect ideas
- Connect to the text
- Connect Students
- Challenge Surface-level responses

## #3 Feedback

- See previous session on Motivating Online Students and Feedback :)



## #4 One-on-One Communications

- It's important to categorize these meetings correctly
- Frog in the Kettle. Office hours and Email
- Move technical support to technical support. 2-minute rule
- Choose the right tool. Email is inefficient for many of these conversations