CONVERTING AN IN-PERSON COURSE INTO AN ONLINE COURSE DECISION FLOW CHART

Does the class have a lab component?

Does the class have a lab component?

Does the class use discussion sections?

Does the class use discussion sections?

Live in real time (synchronous)

On demand (asynchronous)

How do you want to teach this class?  
 (see Page 1)

Yes   
(see p. 2)

No

No

Yes   
(see p. 3)

Yes   
(see p. 3)

No

No

Yes   
(see p. 4)

Yes   
(see p. 4)

Does the class have clinicals or internship?

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Complete Syllabus Revision Document (see syllabus template)

Establish Testing/Assessment Plan (page 6)

Establish Office Hours (page 5)

No

No