MARQUETTE UNIVERSITY ONLINE & BLENDED LEARNING TRAINING PROGRAM
SUMMER 2020

WEEK	DESIGNING YOUR COURSE		FACILITATING YOUR COURSE	DESIGNING YOUR COURSE		FACILITATING YOUR COURSE
	JUNE 15-19	JUNE 22-26	JULY 6-10	JULY 13-17	JULY 20-24	JULY 27-31
ALL SESSIONS ARE 90 MINUTES LONG TO ALLOW FOR Q&A						
TRAINING 1	Getting Started: Reimagining your course Mon, June 15, @10:00 AM	Selecting and Creating Instructional Materials: Copyright and Accessibility Mon, June 22 @9:00 AM	Engaging and Empowering students Wed, July 8 @11:00 AM	Getting Started: Reimagining your course Mon, July 13 @10:00 AM	Selecting and Creating Instructional Materials: Copyright and Accessibility Mon, July 20 @10:00 AM	Engaging and Empowering students Wed, July 29 @11:00 AM
TRAINING 2	Rethinking Learning Activities & Assessments Wed, June 17 @9:00 AM	Deciding when to use videos and synchronous sessions Wed, June 24 @1:00 PM	Grading and Feedback: Maximizing your time while being effective Thu, July 9 @1:00 PM	Rethinking Learning Activities & Assessments Wed, July 15 @9:00 AM	Deciding when to use videos and synchronous sessions Wed, July 22 @2:00 PM	Grading and Feedback: Maximizing your time while being effective Thu, July 30 @1:00 PM
D2L TRAINING 1	Creating Content Thu, June 18 @1:00 PM	Gradebook Thu, June 25 @1:00 PM	Quizzes Wed, July 8 @1:00 PM	Creating Content Thu, July 16 @11:00 AM	Gradebook Thu, July 23 @10:00 AM	Quizzes Wed, July 29 @1:00 PM
D2L TRAINING 2	News, Calendar & Dropbox Thu, June 18 @3:00 PM	Rubrics Thuy, June 25 @3:00 PM	Discussions Thu, July 9 @11:00 AM	News, Calendar & Dropbox Thu, July 16 @1:00 PM	Rubrics Thu, July 23 @1:00 PM	Discussions Thu, July 30 @11:00 AM

GOALS FOR EACH TRAINING SESSION

Designing your Course

1. Getting Started: Reimagining your course

- Provide a general overview of backwards design.

- Explain the importance of learning outcomes and how they guide the design process.

- Provide best practices for organizing your blended or online course.

- Explain strategies to optimize lecture materials for blended and flexible learning.

- Discuss when and why to use synchronous instruction.

2. Rethinking Learning Activities and assessments

- Highlight the importance of having activities/assessments that include peer to peer interaction.

- Discuss the differences between learning activities and assessments.

- Identify the best types of assessments for your online or blended course.

- Provide strategies for integrating active learning exercises.

- Provide examples of how to adapt a F2F assignment into an online format.

- Discuss Quizzing/Testing Strategies

3. Selecting and creating instructional materials: Copyright and Accessibility

- Review copyright and accessibility considerations and best practices as you create and select instructional materials.

4. Deciding when to use videos and synchronous sessions

- Describe best practices for using video in your course.

- Explain when and why to use video and synchronous sessions to increase student engagement.

- Discuss best practices for managing synchronous session in MS Teams (including breakout groups, recording session, netiquette).

- Explain how to reenvision your lectures incorporate active learning into lectures

- Demonstrate how to create videos and upload them to your course.

Facilitating your course

1. **Engaging and empowering students**

   - Discuss strategies to promote the three types of engagement:

     (1) instructor-student, (2) student-student, and (3) student-content.

   - Explain how including formative assessment increases student engagement.

   - Discuss best practices for setting up course norms/netiquette

   - Provide strategies for creating instructor presence.

   - Discuss group activities

   - Explain the importance of having variability in your course resources

2. **Grading and Feedback**

   - Explain the difference between grading and feedback

   - Discuss best practices for effective and efficient feedback.

   - Identify ways to maximize your time when grading online coursework.

   - Explain how to use D2L tools to provide feedback.

   - Discuss the benefits of using rubrics and best practices for creating them

WEEK	JUNE 15-19	JUNE 22-26	JULY 6-10	JULY 13-17	JULY 20-24	JULY 27-31	AUGUST 3-7	AUGUST 10-14
ALL SESSIONS ARE ONE HOUR LONG								
TOPICAL DISCUSSION SERIES	Being Ignatian Online and Protecting Equity Tue, June 16 @4:00 PM	Group Work in Online and Blended Courses Thu, June 25 @8:00 AM	Engaging with the Academic Librarians Tue, July 7 @4:00 PM	Teaching Large Classes Thu, July 16 4:00 PM	Engaging in Virtual Synchronous Environments Tue, July 21 4:00 PM	Online Learning in the Clinical Environment (labs, simulations) Thu, July 30 8:00 AM	Facilitating Difficult Conversations online Tue, Aug 4 4:30 PM	Using Digital Tools (video, whiteboard, breakout sessions, etc.) Thu, Aug 13 8:00 AM
STANDING PEDAGOGY COFFEE & COCKTAILS	Pedagogical Things to Consider and Discuss Thu, June 18 8:00 AM	Pedagogical Things to Consider and Discuss Tue, June 23 4:00 PM	Pedagogical Things to Consider and Discuss Thu, July 9 8:00 AM	Pedagogical Things to Consider and Discuss Tue, July 14 8:00 AM	Pedagogical Things to Consider and Discuss Thu, July 23 8:00 AM	Pedagogical Things to Consider and Discuss Tue, July 28 4:00 PM	Pedagogical Things to Consider and Discuss Thu, Aug 6 8:00 AM	Pedagogical Things to Consider and Discuss Tue, Aug 11 4:00 PM

CHECK THIS OUT!

OUR FAVORITE THINGS:
MU Faculty's Best Tips and Tools
for Teaching Remotely

Video Series

Dr. Melissa Shew (Philosophy Department, Center for Teaching & Learning) interviews faculty and staff at Marquette about their favorite tools and tips for teaching in remote, blended, and face-to-face settings.

Features Learning
Tools Best
Faculty Tips
Campus
Remotely Interviews
Demos Teaching
Series
Share

Have a tip or tool you would like to share? Email us at ctl@marquette.edu