October ushers in cooler weather and changing colors. This edition of Design for Online will showcase the resources available to teach online. It will also focus on both the online course strategy of maintaining an instructor presence in your online course and information on the Technology Tool Zoom (which will soon be coming to GW). You will also find details on the formal course design process and working with an Instructional Designer.

I hope the season of pumpkin spice provides you with an opportunity to enjoy the online teaching process and connecting with students. As always please reach out if you need any assistance in your course.

Best,

Lisa
Interested in doing some exploring on your own? Tech Savvy and want to try something new? GW and GSEHD offer links, videos and articles you can explore on your own.

**GSEHD Online Teaching Resources**
On this page you can find quick links to articles, videos and sites to help you with your online course. If you want to take a deeper dive take a look at the other pages provided in this site. The information and resources have been provided by the Instructional Core.

**Instructional Technology Lab**
On this page you can find Faculty Guides that can get you up and running with online course technology.

**Resources for the Virtual Learning Period**
On this page you can find resources from GW's Instructional Core.
ONLINE TEACHING STRATEGY FOCUS: MAINTAINING INSTRUCTOR PRESENCE

An engaging online course has a present instructor. Students in an online course want to feel valued and showing that you want your students to succeed can keep them engaged. Several strategies can help you maintain an instructor presence in your course.

Participate in Student Discussions

The discussion forum is a great place to connect with learners and have them connect with each other. Your participation in the forum can allow you to model the proper discussion behavior and responding to students shows that you value their thoughts. Be sure to keep it fair and respond to all students throughout the course.

Respond to Students in a Timely Manner

Timely responses are a way to keep students engaged. In an online format an immediate response is not always possible. Be upfront in your course and provide an instructor response time for emails and feedback on assignments. Then stick to it.

Provide Personalized Feedback

Providing personalized feedback can not only boost your presence but it can help you make connections with your students. Students appreciate the specific details that you provide. Personalized feedback takes time. Start with a generic template and then adapt it for each student to save time.
THE ONLINE COURSE DESIGN PROCESS

You've transitioned online or taught online and want to make your course using best practices. Where can you get help? An instructional designer! When you work with an Instructional Designer you can take your course through the Course Development Process creating a highly accessible course that meets QM Standards. Are your ready to jump in? Contact Lisa Stehman, GSEHD Instructional Designer to get started for future courses.

Planning
In the planning stage you will work with an Instructional Designer to complete a Needs Analysis and review what is working in your current course. We will review course and module objectives and ensure your course is in alignment.

Design and Development
In the Design and Development of your phase you will see your course take shape. Modules, Activities, Assessments, and Videos will be created and revised collaboratively with an Instructional Designer. These items will be aligned with QM Standards.

QM Review
The last step in the process is to verify that your course meets Quality Matters Standards. The newly created course will be evaluated in a QM Review.

Ready to Get Started?!
Contact Lisa Stehman, GSEHD Instructional Desinger to get started!
lisastehman@gwu.edu
HUMAN RESOURCES FOR ASSISTANCE IN CREATING YOUR ONLINE COURSE

If you are new to online learning or just want to take your course up a notch, there are people to help you.

GSEHD Instructional Designer

Lisa Stehman
lisastehman@gwu.edu
202-994-7210
Lisa can assist with teaching related questions, (i.e. How do I do this type of activity online? How do I keep students engaged?) as well as, adding interaction into your course, GSEHD related course questions and resources and most technology related issues.

Instructional Core

instructioncore@gwu.edu
The Instructional Core can assist with Teaching questions (i.e. how do I do this type of activity online? how do I keep students engaged?), will be answered by one of our Instructional Core professionals and/or you may request to be paired with an expert online faculty member as part of our Peer-to-Peer Program.

University Teaching and Learning Center

202-994-4026
The University Teaching and Learning Center offers a variety of services for faculty from FLEX Camps to Instructional Consultations.
TECHNOLOGY TOOL FOCUS: ZOOM

Zoom is a Synchronous meeting and instruction tool. GW will be adding this tool to its menu of web and video conferencing tools. Faculty will be the first group to have GW-licensed accounts to Zoom and will be able to use this platform to initiate video conferencing, recording, phone, chat and screen sharing with students and fellow faculty. Licensed accounts for students and staff are expected to be added later in the school year. Zoom will be supported by GWIT.

Zoom as a Synchronous Tool

Zoom can be used as synchronous video conferencing tool for class meetings. Zoom has the option for breakout groups and easy interactions. With gallery view enabled you can see up to 49 of the participants.

Zoom for Recording Lectures

You use Zoom as an easy method to record lectures and presentations. You would present your presentation or lecture as you would in a synchronous session with recording enabled. Then you can upload this recording to Blackboard to share with your students.

Learning More

Want to learn more about this easy to use tool? Here are resources on how to use it and strategies for its use.

- GW's Zoom Site
- Zoom Help Center
- Tips and Tricks: Teachers Educating on Zoom
Your first day of school can at times be difficult. Remember to trust your instincts and just be yourself.

Do you know what tool you want to use but unsure how to use it? Do you want to try a new technology? Virtual Workshops are offered by the Instructional Technology Lab. You can also contact them for personal assistance.

**Instructional Technology Lab**
Through workshops and individualized consultations, the ITL team assists faculty with Blackboard and other instructional technologies they use for teaching. They also offer guidance to faculty as they develop dynamic multimedia content for their courses.

**Phone:** 202.994.0485  
**Email:** itl@gwu.edu

**Highlighted Faculty Workshops**

Register for all workshops at the ITL

Getting Started with Voice Thread  
October 7, 2020  
2-3 pm

Blackboard: Grade Center  
October 12, 2020  
11 am-12 pm

Blackboard: Groups  
October 15, 2020  
11am -12pm

Blackboard: Assignments  
October 21, 2020  
11am -12pm

Blackboard: Rubrics  
October 22, 2020  
2-3 pm

Blackboard: Administering a Test  
October 21, 2020  
2-3 pm