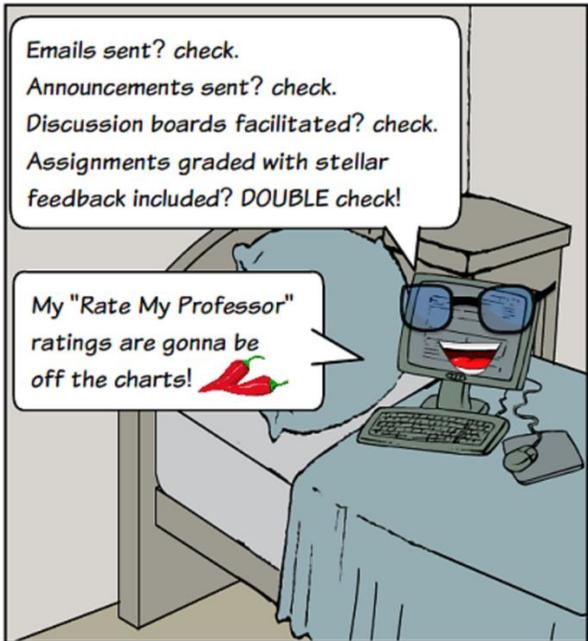


SLCC's Online Teaching Certification Course



SLCC has created an Online Teaching Certification course for faculty. This course is for all faculty who want to teach online at SLCC. Faculty should complete this training prior to teaching an online course. The course is taught in an online cohort so the participants can experience what it's like to be an online student and learn research-based best practices and expectations of being an online instructor at SLCC. The course is co-facilitated by one of SLCC's veteran online instructors and an instructional designer from SLCC's eLearning team who has online teaching experience.

The course covers the following topics:

- Orienting students to the online environment
- Maintaining an active presence in the course
- Creating a safe, respectful learning community
- Providing clear expectations and effective feedback
- Facilitating online discussions
- Monitoring student progress
- Managing the online teaching workload

The course is taught entirely online and participants spend about two to four hours per week on coursework. This course is not a Canvas tutorial, so a basic competency in Canvas is required. We recommend completing eLearning's Canvas User Certification course to prepare.

To demonstrate competency, faculty complete a series of activities and assessments in the Canvas course and in their own Canvas development site. Faculty also write a final Online Teaching Approach Statement that will serve as a plan of action for their future online teaching.

Course Outline

Module 1: The Online Learning Community

- Identify the differences between online and face-to-face learning environments.
- Identify challenges of being an online professor.
- Orient students to an online learning environment.

Module 2: Social Communication

- Demonstrate methods for creating social presence.
- Create a netiquette policy.
- Demonstrate best practices for responding to angry or dissatisfied students.

Module 3: Learning Communication

- Provide clear instructions for assignments.
- Provide effective feedback.
- Identify strategies for facilitating online discussions.

Module 4: Online Course Management

- Identify methods to monitor student progress.
- Identify strategies for managing the online teaching workload.
- Create an Online Teaching Approach Statement.