



Schedule

5/4-5/10: Unit 1 – Getting Started with Online Teaching & Course Design

- **5/5 11am-1pm: Zoom Office Hours**
- Due Thursday 5/7:
 - Unit 1: Discussion #1 - Introductions
 - Unit 1: Activity #1 - Face-to-Face vs. Online
 - Unit 1: Discussion #2 - Course Design Rubrics Q&A (*Optional*)
- **5/7 11am-1pm: Zoom Office Hours**
- Due Saturday 5/9:
 - Discussion Peer Responses
 - Unit 1: Activity #2 - Create Modules, Overview Pages, & Content Pages
 - Unit 1: Activity #3 - Make Your Module Overview Pages Accessible
 - Unit 1: Discussion #3 - Reflections on Course Design and Content Delivery (*Replies Optional*)

5/11-5/17: Unit 2 – The 5 W's of Assessment & Creating Instructional Videos

- **5/12 11am-1pm: Zoom Office Hours**
- Due Thursday 5/14:
 - Unit 2: Discussion #1 - Submit Your Assessment Plan
 - Unit 2: Activity #1 - Create an Assignment, a Quiz & a Discussion
 - Unit 2: Activity #2 - Submit & Grade Your Assessments
- **5/14 11am-1pm: Zoom Office Hours**
- Due Saturday 5/16:
 - Discussion Peer Responses
 - Unit 2: Activity #3 – Download Screencast-O-Matic & Record a Video
 - Unit 2: Activity #4 – Sign Up for YouTube & Upload Your Video

5/18-5/24: Unit 3 – Managing Course Communication, Interaction & Developing Your Course

- **5/19 11am-1pm: Zoom Office Hours**
- Due Thursday 5/21:
 - Unit 3: Discussion #1 – Create & Share Your Example of Instructor Contact
 - Unit 3: Padlet Discussion #2 – Share a Student Contact Activity for the Beginning of a Course
 - Unit 3: Video Discussion #3 – Share Your Top 3 Accessibility To-Dos
- **5/21 11am-1pm: Zoom Office Hours**
- Due Saturday 5/23:
 - Discussion Peer Responses
 - Unit 3: Activity #1 – Submit Your Revised Syllabus for an Online or Hybrid Course
 - Unit 3: Activity #2 – Create Your Course Introduction Module

5/25-6/1: Final Course Build

- Due Monday 6/1:
 - Final Activity #1 - Submit Your Course for OEI Course Design Rubric Review
 - Final Activity #2 - Exit Survey