# Course Syllabus

## Intro to Teaching in A Virtual World

**Intro to Teaching in A Virtual World**
**7.5 Hours**

**Course Access: Upon enrollment, you have 180 days to complete your online course in our [Learning Management System](). If you have any questions about course access, please email [support@cecreditsonline.org](), or call 425-788-7275 extension 104.**

## Course Description

This course provides you with an introduction to teaching in a virtual environment including an overview of the current state of online learning and best practices for online course delivery instruction.

## Objectives

- Identify the benefits and challenges of virtual learning
- Recognize the knowledge, skills, and disposition needed for a K-12 educator in an online learning environment.
- Distinguish various course technologies and functionality of Learning Management Systems
- Differentiate appropriate communication guidelines for virtual instruction
- Apply best practices of effective and engaging virtual instruction
- Assess specific approaches to promote academic rigor in online courses

**Alignment to the [Charlotte Danielson Framework for Teaching]()**

1d Demonstrating Knowledge of Resources (C2, C3)
1e Designing Coherent Instruction (C5, C6)
2a Creating an Environment of Respect and Rapport (C4)
2b Establishing a Culture for Learning (C6)
2c Managing Classroom Procedures (C4)
3a Communicating with Students (C4)
3b Using Questioning and Discussion Techniques (C5)
3c Engaging Students in Learning (C5)
3d Using Assessment in Instruction (C5)
3e Demonstrating Flexibility and Responsiveness (C4, C5)
4c Communicating with Families (C5)

**Course Components**

This course is comprised of interactive presentations, videos, readings, discussion boards, and a final project. All elements of the course must be completed in order to obtain a letter of completion and/or credits.

**Course Outline**
Module 1 - Overview of Virtual Education for K-12
  I.   Presentation: Online Learning Benefits and Challenges (C1)
       A. Growth and benefits of online learning
       B. Barriers to quality online education
       C. Approaches to online learning
       D. Discussion #1
  II.  Presentation: Instructor Foundational Knowledge and Skill (C2, C3, C5, C6)
       A. VIrtual mindset and administrative organizational skills required to teach virtually
       B. Navigation of the Learning Management System (LMS), using LMS tools, and social engagement for the online learner
       C. Employing a student centered instructional approach for writing objectives, utilizing LMS tools, and assessing student performance data to support the learner
       D. Discussion #2

Module 2 - Instructional Strategies and Communication in the Online Learning Environment
  I.   Presentation: Communication and guidelines (C4)
       A. Clear expectations, structure, and deadlines
       B. Communication (student and families)
       C. Discussion #3
  II.  Presentation: Best Practices for Effective Online Instruction (C4, C5)
       A. Establishing presence
       B. Engaging learning and creating community
       C. Rigorous and varied activities to address learning needs
       D. Integrating a blend of assessment strategies
       E. Discussion #4

**Final Project:**
**Instructions:** Your final project is to design an effective virtual learning group-work assignment plan. Refer to the course for which you developed learning objectives during this course. You may use that course as a basis or develop the online

group-work assignment for a different module or content area that you teach. Complete the following twelve elements to complete the final project.   Refer to the final project rubric for further details on evaluation criteria.

 **General Assignment Information**

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1. Course Name:
2. Grade Level:
3. Aligned Course/Module Objective:
4. Group Assignment Title:
5. Duration (days/weeks):
6. # of Group members:

**Description of the Technology:**

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7. Technology Required:

**Description of ALL Interaction**

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8. Describe Interaction (Student to Students/Teacher/Content):

**Overview of Group Activity**

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9. Description of Group Activity:

**Practical Considerations**

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10. Group Activity Information (answer the questions below) :
    1. What are the practical considerations of what needs to be done **before** the assignment?

    2. What are the practical considerations of what needs to be done **during** the assignment?

    3. What are the practical consideration of what needs to be done **after** the assignment?

**Instructions for the Student**

11. Detailed Student Instructions (Outline the instruction you will provide to students. You may include tables and create additional pages, if needed.):

**Assessment Methods**

12. Develop an Assessment Method for Grading the Group Assignment (rubric, criteria, etc.):

**Grading Policy**

| Course Component | Percentage of Final Grade |
| --- | --- |
| Discussion Boards (4) | 35% |
| Final Project | 65% |

You must have an 70% average in order to pass.

**Compliance with and Commitment to the American Disabilities Act**

In compliance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, participants who have any condition, either permanent or temporary, which might affect their ability to complete this course, are encouraged to reach out to support@cecreditsonline.org at the beginning of the course. We will make reasonable academic and accessibility accommodations to the course.

**Academic Integrity Policy**

Honesty is an essential aspect of academic integrity. Individual students are responsible for doing their own work and submitting original assignments as per the course directions. Individual students are responsible for doing their own work. Plagiarism and cheating of any kind will not be tolerated. This includes using information from the Internet without citing the website. Avoid plagiarism by appropriately acknowledging the source of the author's words and ideas.