SCC Keep Teaching: Getting Started

Ten Things to Remember

1. **Communicate.** Stay in contact with students, and stay transparent. Reassure students that you are working to make sure they will be able to finish the course. Talk to them about what they need to do and *why* you’re asking them to read or do certain things. It’s good practice in any class, but especially important now. And remember that more information for students is available at the SCC Keep Learning page.

2. **Prioritize.** It may not be possible to cover everything you planned for the semester. Strip it all the way down: Do students *really* need that assignment? Do they *really* need to do it the way you planned? Not ideal, or the way you planned it, but these are not normal circumstances.

3. **Start with what you know.** Start by using the technology you are comfortable with. This may not be the time to try something very new to you or your students. And if you’re not sure where to start, start with D2L basics: using announcements, posting materials and grades, using discussion boards. Students will need time get used to the new tools, too. Start with lower stakes assignments before doing something higher stakes.

4. **Explore the possibilities, but keep it manageable.** There are lots of ways to teach remotely. Consider what you can do with D2L, how you could use Zoom to conference with students, how you might make videos with MediaSpace, or if it makes sense to collect assignments via email.

5. **Be flexible.** Students are also dealing with uncertainty and confusion. A student with home responsibilities may not be able to meet for a scheduled virtual meeting; another may have limited access to technology and need more time to complete an assignment. Provide options and alternatives when you can.

6. **Make it equitable.** Students are also stressed, and we know that our students have busy lives and may not have easy access to computers or internet. To help, be flexible with assignments and due dates. Maybe offer multiple options to demonstrate learning, and do most of the work asynchronously. Assignments that require real-time streaming or high-bandwidth may be impossible for students without high-speed internet access.

7. **Make it accessible.** Make every effort to make content accessible: Find videos with captions, make sure to use AltText for images. For help with accessibility, contact the Academic Support Center.

8. **Keep it interesting.** Find video clips or interactive activities for your D2L course. Remember that librarians are information specialists! For help finding resources, contact the SCC Library.

9. **Give yourself a break.** You will not recreate your face-to-face classroom. Distance learning, when planned, can be really excellent. Thinking you can manage best practices in a day or a week will lead to feeling like you’ve failed. Instead, focus on what is critical: What do students really need to learn? How can I make that happen? And just do the best you can.

10. **Reach out for help.** Check out the CTLE Faculty Development Calendar for training options, review resources in the SCC Keep Teaching course, contact colleagues for peer support, or contact CTLE for individual consultations.

*The South Central College CTLE supports, promotes, and enhances excellent, effective, and inclusive teaching to support student engagement, learning, and success.*