

Pocket Guide to Principles for Choosing Courses that Could be Taught Online

ONLN

Fully online, mostly asynchronous learning

BLEN

Combo of virtual asynchronous with scheduled in-person learning

HYFX

In-person, with a concurrent synchronous online choice for learning

Framework & Steps for Choosing a Delivery Format for Courses: Pedagogical and Practical Considerations

Step 1: Needs Assessment

- What skills are being taught in the course?
- How can technology help with learning?
- Will students' and faculty abilities fit with an online or blended delivery?
- What is the cost?
- Will online formats impact course accessibility?

Step 2: Program Goals and Priorities

- How will changes impact course learning outcomes, program outcomes, and can teaching objectives be achieved?
- Are the changes so significant that additional approvals will be needed, or that more than 1/3 of the approved program would be modified to online delivery?

Step 3: Implementation & Delivery

- What tools/platforms will best engage students with the content, instructor, and peers?
- For online formats, what resources/supports need redesign? How will this occur?
- Will students need support to be successful online learners?
- Will instructors need training in best practices for the revised format?

Step 4: Evaluation & Feedback

- How will assessment strategies and evaluation activities fit with changes to the format?
- How will students receive timely feedback?
- What will be required by internal and external quality assurance bodies when measuring the outcomes of changes, and how can that be integrated with course evaluation?
- Can this be added to the curriculum evaluation plan?

Many factors must be weighed when choosing courses for **ONLN**, **BLEN** or **HYFX** delivery. The whole program should be considered when choosing the formatting of a course, including program uniqueness, feasibility of changes, student success and the learning outcomes.

Consult the full **Guiding Principles for Choosing Courses that Could be Taught Online Post-Pandemic** document for further details.

For other questions, contact the Educational/Curriculum Development Specialist, the Associate Dean, Learning, Teaching & Academic Programs or the Teaching Commons.