



## Tips for **Hybrid Courses** from Presentation by Polly Miller 3/30/07

### Strategic Issues

- Requires strategic approach—top down & bottom up
- Campus-wide issues need to be addresses
- Took E-Learning task force one year to develop recommendations
- Co-facilitators included IT & faculty, CTLT
- Don't let Advisors put students into Hybrid courses for late registration
- Decide --how do I market; put in schedule?
- Conduct training and consultation throughout course development process
- First semester is pilot with max of 15 students

### Course Development

- Syllabus quiz – reflect on syllabus and report in assignment manager – more reflection
- Voice recorder – Wimba in Announcement Center section and beginning of each week
- Syllabus – no dates/assignments – put that info in other place in Blackboard
- First two weeks – lots of little assignments, get used to meeting due dates, building community (voice announcement control panel 3 min. max in Wimba)
- U of Wisconsin – good source for info on blended learning
- Use syllabus to communicate policy for protocols: rubric, late work, ID problems
- New Peoplesoft – will require email addresses
- For development, take faculty from where they are at and move forward using ISD
- The more structure the better: due dates, no late work, help with time management
- Confusion over common language – be sure to clarify
- Create communication group to stay together throughout course
- Major concepts need to be “touched” seven times to ensure comprehension
- Need to evaluate beyond class level – how did the knowledge transfer to real life
- Class maintenance Q's resolved by end of week 2 – set up groups to help one another, also tech Q's
- Classroom portion– more active learning in classroom
- Learning outcomes focus on higher level abilities