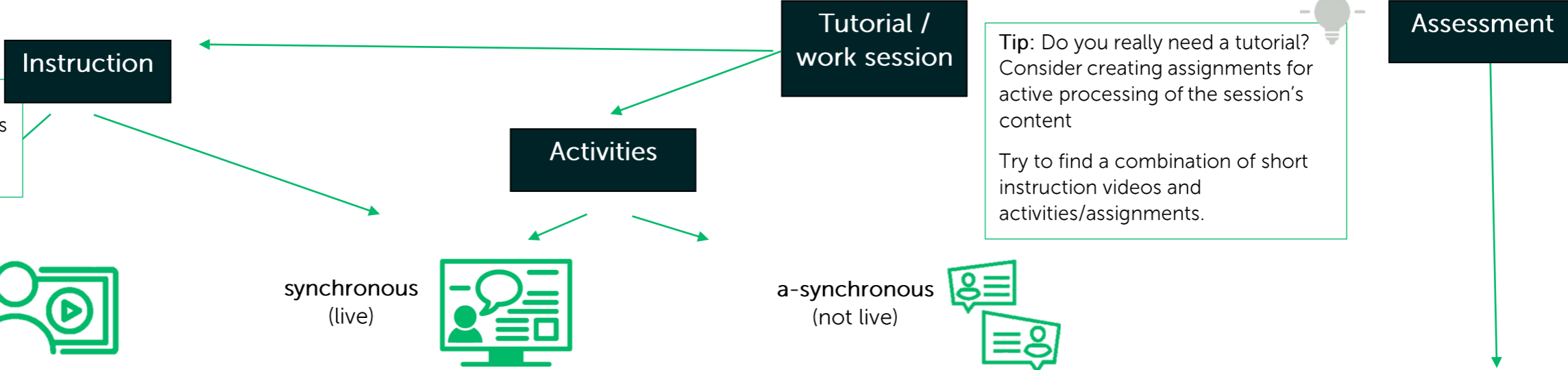


General advice: After solving urgent teaching challenges due to the Corona crisis in the past weeks we have now entered a **Window of Opportunity** to design powerful online learning experiences for the upcoming year. The CLI provides support to help the transition towards online education that fits our Erasmian values.




Tip: Mix synchronous and a-synchronous activities: a-synchronous where possible, synchronous where needed.

Tip: Do you really need a tutorial? Consider creating assignments for active processing of the session's content
Try to find a combination of short instruction videos and activities/assignments.

a-synchronous (not live) 

synchronous (live) 

a-synchronous (not live) 

Record videos
Record all content that students can watch at their own pace. Try to split your regular lecture in little content chunks and create a separate video for each chunk.
Tips:

- Use a script for smooth videos
- Break up your lecture in chunks of max. 7 to 10 minutes
- Pose reflective questions in your lecture
- Start with the learning goals for the video

Tip: Add interactivity to and around your videos

Enrich your Canvas modules
Tip: Ask the questions online that you would normally ask in your lecture.

- *Discussion fora* and *quizzes* activate students' prior knowledge and stimulate active processing of new knowledge.
- Add interactive questions to your videos, documents or audio via *FeedbackFruits*.

Host a live lecture/tutorial/event
In a live session, students attend your presentation from a distance. You can share your slides or screen and record yourself via your own webcam and microphone. Make sure you engage and activate your students, which is possible in different ways (e.g. via chat, microphone, poll questions).
Tips:

- Communicate the tool beforehand.
- Make clear whether students can ask questions during the webinar or after and how they should do that.

Weekly Q & A chat
Organize an online office hour to make sure your students can reach out to you with questions at least once a week. Be clear when and how you will organize 'online office hours'. A Q&A chat via Canvas on a specific moment can provide this.
Tip: Open a chat for students' questions during the online lecture.

Create activities in Canvas
Tip: Create alternative assignments in Canvas. Ask students to, for example: create a video, conduct a small experiment, find information, or make a mindmap. See [here](#) for more ideas for assignments related to Bloom's verbs.

- *Create peer review assignment:* Students give feedback to each other's work (this can for example be an upload, written text, or link to a video or webpage).
Tip: Create clear grading criteria (rubric) to boost the quality of feedback
- *Create discussion fora* and *quizzes* Students can discuss cases, statements or other complex topics. Students can practice exercises with quizzes (many types of questions available).
- *Use FeedbackFruits* Interactive Documents with (MC or open) questions in the article can stimulate students to reflect on and optionally discuss the reading(s) critically.

Tips:

- Prioritize objectives and be realistic in activities to keep a reasonable workload
- Give explicit instructions and specify expectations (requirements)
- Be online for support and answering questions, also encourage students to connect with each other

The different possibilities for online assessment – for example via *Canvas* or *Remindo* – are described in the overview online assessment on [this page](#). Also possibilities for checking fraud – such as *Online proctoring* and *TurnItIn* – are explained.



Tools you can use

Interactivity in Canvas

Discussion forum

- ✓ Graded or formative
- ✓ Students can post text or media
- ✓ Students can post questions before a session

Peer review assignments

- ✓ Automatically or manually assigned
- ✓ Add criteria in a rubric

Quizzes

- ✓ Graded or practice quiz
- ✓ Different types of questions possible

FeedbackFruits

- ✓ Add (practice) pop-up questions (MC or open) to videos, documents or audio
- ✓ Also students can post questions
- ✓ Use your own videos/documents or those of others

Chat

- ✓ Conversations with students on pre-defined timeslots

Tip: Check the Canvas Help button in your courses for access to answers and solutions to Canvas related questions.

Active learning tools

Mentimeter

- ✓ Live quizzing & polling during session (via screen sharing)
- ✓ Large variety of question types (including word cloud)

Padlet

- ✓ Collaborative board for sharing ideas, input or questions
- ✓ Embedding in Canvas possible

EUR game (battle app)

- ✓ Add questions, answers, feedback on the answers and references to literature
- ✓ Playful learning experience: students can challenge each other

Live teaching sessions

add or change tool of use for your own faculty!

Microsoft Teams:

Chat & present - options for digital collaboration & live teaching sessions:

- ✓ Organize meetings (tutorials) or large scale live events (lectures)
- ✓ Chat function and virtual hand-raising (group chats)
- ✓ Slide & screen sharing (real-time)
- ✓ Up to max. 250 participants

Zoom (paid version)

The free version of Zoom is not recommended because of safety concerns. EUR recommends to only use a paid license of Zoom, available via the [Servicedesk](#).

Same functions as Microsoft Teams, but additionally:

- ✓ Integration in Canvas possible
- ✓ Option to see all participants at the same time
- ✓ Poll questions
- ✓ (Shared) whiteboard function

Record videos

You can cast your slides or your screen easily. Use your own webcam and microphone, camera facilities in lecture rooms or the EUR studio. Embed videos on Canvas.

Panopto

Create and share videos from your own **work place** (screen or slide sharing) or **small classrooms**. Students can have different rights (watch/listen only or interactive). [More info](#).

MediaSite

Record and share videos from **large lecture halls**.

PowerPoint - record audio and/or video

PowerPoint has a function to add your voice-over and/or video to each slide so that students can hear and/or see you when going through the slide show. [More info on adding audio](#) and [video](#).

EUR studio

The studio-area consists of a large recording studio and two smaller Do It Yourself-booths. [More info](#).



Can we help you?

Tip: Make sure your students know how to reach out for IT support.

Useful resources

Didactic

- [CLI: Collection of resources on creating videos and using Canvas](#)
- [Virtual Classroom Best Practices](#)
- [Canvas: Maintaining the Connection of the Classroom](#)

IT Tools

- [MyEUR: Information on IT tools for lecturers on online \(interactive\) lectures](#)
- [MyEUR: Information on IT tools for staff members on online meetings and collaboration](#)

Learning & Innovation team

The LI team from your own faculty can help you with all your didactic questions!

add faculty contact details!

Tech support

add link to faculty helpdesk for IT related questions!

Technical questions about Canvas, Teams and Zoom:
IT Servicedesk: servicedesk@eur.nl

Technical questions about MediaSite, Panopto and Erasmus Studio:
MSC Servicedesk: helpdeskmsc@eur.nl

Community for Learning & Innovation

Community for Learning & Innovation (CLI)

This overview is created by the CLI. The CLI will assist faculties as much as possible with the transition to online education.

Contact the educational consultants that are assigned to your faculty LI team or cli@eur.nl for any requests for support or questions.

