[[[[[PROGRAM NAME]]]]] Faculty Workshop Agenda

[[[[[DATE]]]]]

**Session A:** Introductions, Describing Your Learners, Learning Objectives, and

Assessments

**Session B:** Course Toolkit, Copyright, Accessibility, and Media

## Session A: Introductions, Describing Your Learners, Learning Objectives, and Assessments

**Pre-session work:** Watch the [Welcome to Online Course Development](https://mediaspace.illinois.edu/media/t/1_1hnb14l4) video for an introduction to CITL’s course development process.

**1:00 – 1:20pm: Introductions and the role of CITL**

This session will provide a brief introduction to CITL and the team that will be supporting you.

**1:20 – 1:50pm: Words of wisdom from a veteran online instructor**

A veteran online instructor will give an overview of their experience developing an online course with CITL, as well as provide words of wisdom about teaching online.

**1:50 – 2:20pm: Describing your course audience**

During this interactive session, you will be asked to think about the audience(s) for your course and the program, and what needs to be considered when teaching these students in an online course.

**2:20 – 2:35pm: Break**

**2:35 – 3:00pm: Introduction to backward design**

During this session there will be a discussion of backward design, the process that CITL uses to design courses, and how it will apply when designing the courses.

**3:00– 3:30pm: Writing good learning objectives**

This interactive session will provide you with the information you need to consider when developing learning objectives. There will also be time draft some course learning objectives for your course and share with the group.

**3:30 – 3:45pm: Break**

**3:45 – 4:30pm: Overview of online assessment strategies**

This session will start with an overview of what to consider when creating an assessment plan for your course. There will also be a discussion of how to translate the assessments used in face-to-face course to the online format. Examples of some online assessments will also be presented.

**4:30 – 4:45pm: Session Wrap-up**

## Session B: Course Toolkit, Copyright, Accessibility, and Media

**Pre-session work:** Watch the following videos for an overview of copyright and accessibility in online courses.

* [Copyright & Online Courses Part 1](https://mediaspace.illinois.edu/media/t/1_cyzy82c5/60977391)
* [Copyright & Online Courses Part 2](https://mediaspace.illinois.edu/media/t/1_80kyha2r/60977391)
* [Accessibility and Your Online Course: Introduction and Legal Landscape](https://mediaspace.illinois.edu/media/t/1_cagh91xw/60977391)
* [Accessibility and Your Online Course: Problems and Solutions](https://mediaspace.illinois.edu/media/t/1_hnksgq85/60977391)
* [Accessibility and Your Online Course: Organize Your Content Logically](https://mediaspace.illinois.edu/media/t/1_vguvjwal/60977391)

**1:00 – 1:45pm: Course toolkit – beyond assessments**

This session will discuss the various social aspects of online learning, including student-student interactions, student-instructor interactions, and how to foster said interactions. It will also discuss why effective discussions are essential for success in an online course.

**1:45 – 2:00pm: Break**

**2:00 – 2:25pm: Copyright Q & A**

You will have a chance to ask any follow-up questions you have regarding copyright after viewing the pre-session videos, and how it applies to your specific course content.

**2:25 – 2:50pm: Accessibility Q & A**

You will have a chance to ask any follow-up questions you have regarding accessibility after viewing the pre-session videos, and how it applies to your specific course content.

**2:50 – 3:00pm: Break**

**3:00 – 4:00pm: Media in your online course**

This session will provide an overview of the options that are available for media in your course, as well as some examples of media produced for similar online courses. It will also provide an introduction to the media production process.

**4:00 – 4:30pm: Organizing your online course**

This session will guide you through how to develop a weekly plan for your course. There will also be a discussion on the importance of consistency in the organization of your course, including among the different topic modules.

**4:30 – 4:45pm: Session Wrap-up**