PIE Summer 2021
Bootcamp Day 2
Facilitated by Caity Kelly
Presented via the Program for Instructional Excellence (PIE)
May 6, 2021
Welcome! 😊

- Caity Kelly, PIE Assistant Director
  - B.S. in Psychology
  - M.S. in Instructional Systems and Learning Technologies

**Today’s Structure**

- 1 hour of content presentation
  - Lecture + demonstrations

- 30 minutes of application
  - Application + Q&A
Zoom Session Guidelines

• Please mute your microphone when you are not speaking

• Be aware that other attendees can see you if your webcam is turned on

• If you are having trouble seeing our screenshare, try selecting the gallery view on Zoom

• Try not to talk over other attendees if you are making comments/asking questions; please use the hand raising function or inform us in the chat that you would like to speak

• Please silence your phone/email as other participants may be able to hear notifications
Today’s Agenda!

Learning goals include:

• Implement the roles of an online instructor suitable to their individual Canvas shells.

• Create a Canvas shell containing Canvas features suitable for their individual courses.

• Implement at least one accessibility feature in their individual courses.
Guiding Question

What are the crucial elements of a Canvas course site?
Roles of an online instructor

- A great article available through the FSU Library Database:

- Explores student and faculty perceptions of online instructor responsibilities

- Discusses online instructor roles in 4 dimensions

  These dimensions are NOT exhaustive—they are a framework for our thinking

- These can be helpful for course planning and philosophy statements
### Pedagogical Role

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<tr>
<th>Theoretical Concepts</th>
<th>Practical Applications</th>
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<tbody>
<tr>
<td>• Demonstrating mastery of the content and methods of teaching</td>
<td>• Stay updated on your content and resources</td>
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<tr>
<td>• Fostering critical thinking and facilitation versus lecturing</td>
<td>• Use facilitator techniques to guide student thinking (providing resources, asking critical thinking questions, giving feedback on assignments and discussion boards)</td>
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<tr>
<td>• Using specific strategies to help learners achieve learning goals (alignment)</td>
<td>• Ensure that materials, activities, and assessments align with your course and module objectives</td>
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Managerial Role...how do you manage your F2F classes?

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<tr>
<td>• Providing learners with clear direction</td>
<td>• Write clear, thorough instructions for all activities and assignments—use multiple sets of eyes</td>
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<tr>
<td>• Ensuring easy accessibility to materials</td>
<td>• Check each unit to ensure that links function and files are downloadable—take note of browsers</td>
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<td>• Using a logical organization</td>
<td>• Arrange course content in a way that is logical—Canvas modules are great for this</td>
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<tr>
<td>• Fostering an environment of open, productive discussion</td>
<td>• Do not dominate discussions but make your presence known—modeling may be helpful</td>
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## Technical Role

### Theoretical Concepts

- Incorporating course technologies support teaching and learning endeavors
- Providing full support for course technologies

### Practical Applications

- Avoid using “technology for technology’s sake” - alignment is key
- For any technologies used in the course, link to tech support, privacy statements, and accessibility statements
- Technology Acceptance Model—Perceived usefulness and perceived ease-of-use are important factors in technology implementation

### Social Role

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<tr>
<td>• Fostering a learning community</td>
<td>• First week activities are key—use instructor/student introductions and ice breakers to establish connections</td>
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<td>• Establishing rapport</td>
<td>• Provide at least one response to each student for participation—even if it is as simple as “Great work!”</td>
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<td>• Preventing isolation</td>
<td>• Analyze your learners to figure out the best way to balance your discussion forum presence</td>
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<td>• Ensure that discussion rules/guidelines are followed (think back to your managerial role)</td>
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<td>• Encourage reflective conversation on how students have grown in their learning throughout the course</td>
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<td>• Employ “check-in” techniques</td>
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In the Padlet space, discuss these questions pertaining to instructor roles: https://docs.google.com/document/d/1FzRdnBvJgg1a24FEhP2gb4pmfKwmnwjbJA5oDt8Dh10/edit?usp=sharing

Padlet: https://padlet.com/cnkelley1/ixamzk81svx5f6pg

We will reconvene in about 15 minutes.
Setting Up Your Canvas Site
Overall Design Tenets

Logical flow/organization

Clear rules, guidelines, & expectations

Management of all productive/social interaction

Purposeful tool selection

Accessible materials

Support for all aspects of the course
Major Shell Components: Syllabus

Course Information

Instructor Information

Technology Requirements

Course Policies

University Policies

Topical Outline

Course Learning Objectives/Summary

Resource: https://fda.fsu.edu/leadership-toolkit/syllabus_preparation
Major Shell Components: Modules

Major content organization

Files, materials, activities, assessments, etc.

Pages can host content

Weekly, daily, units, etc.

Publish/unpublish capabilities
Major Shell Components: Assignments/Discussions

Various upload options

Graded/Ungraded

Set point values, due dates, plagiarism check, etc.

Q&A boards are helpful
Major Shell Components: Home Page

Multiple Cover Image Options

Consider what links should be readily available

Syllabus, Modules, Resources, FSU Libraries, etc.
**Miscellaneous Tidbits**

Canvas allows you to upload various file types

Quizzes are a handy tool for content or for first-day attendance

Try to keep the Canvas interface clean by “hiding” options students won’t be using

“Start Here” pages are good practice

Evaluate your course: [https://pie.fsu.edu/sites/g/files/imported/storage/original/application/48b07bc9a637d9494ed3f45fd2ce0359.pdf](https://pie.fsu.edu/sites/g/files/imported/storage/original/application/48b07bc9a637d9494ed3f45fd2ce0359.pdf)
Quick Notes on Accessibility

Canvas accessibility checker is a useful but tricky tool

In general:

• Use headers to separate sections
• Avoid using color combinations that may cause problems for individuals with visual impairments
• Add captions/scripts to videos
• Upload PDFs as PDFs rather than images
• Insert alt-text for non-decorative images
• Link to accessibility statements of tools

Canvas Resource: https://support.canvas.fsu.edu/kb/article/1115-accessibility-usability-overview/
The roles of an online instructor include:

- Pedagogical
- Managerial
- Technical
- Social

Managerial, technical, and social roles manifest in the Canvas course shell.

Online courses should be well-organized and include full support/rules.

Canvas has many functions for:

- Syllabus
- Content Modules
- Assignments
- Organization

Accessibility is complex but does include some simple steps for ensuring an inclusive classroom.
Additional Resources

FSU LinkedIn Learning
https://its.fsu.edu/service-catalog/teaching-learning/linkedin-learning

Canvas Tutorials/Information
https://support.canvas.fsu.edu/kb/section/175/

FSU Office of Distance Learning (ODL)
https://odl.fsu.edu/

ODL Quality Matters Rubric
https://pie.fsu.edu/sites/g/files/imported/storage/original/application/48b07bc9a637d9494ed3f45fd2ce0359.pdf
Thanks for watching! 😊

QUESTIONS