

Course Name: Introduction to Online Learning

Course Outcomes:

1. Use D2L tools: News, Content, Discussions, [Dropbox](#), Quizzes, Grades, Rubrics, Notifications, Self-Assessments, Checklists, [Classlist](#), and Email
2. Consistently demonstrate the habits of successful online learners.
3. Engage in the collaborative exchange of ideas with peers and the instructor.
4. Predict the ways in which one's actions and attitudes might affect performance in online courses.
5. Identify ways to improve time management skills.
6. Relate one's learning strengths and challenges to performance in online courses.
7. Create a plan for succeeding in online courses.
8. Produce clear, concise, college-level writing.

Week/Theme	Module Objectives	Learning Activities	Assessments
Introducing the Online Environment and the Habits of Successful Learners	<ol style="list-style-type: none"> a. Recall course policies and procedures. (1, 2) b. Use D2L tools. (1, 2, 3) c. Engage in the collaborative exchange of ideas with peers and the instructor. (1, 2, 3, 8) d. Discuss the roles of the instructor and students in an online course. (1-3) e. Identify the habits of successful online learners. (2, 3) f. Relate habits of successful online learners to current personal practices. (2, 3, 8) g. Demonstrate the habits of successful online learners. (1-8) 	<ol style="list-style-type: none"> i. Read Syllabus handout/course files in <i>Content</i>. (a, b, g) ii. Read handout in <i>Content</i> about the most commonly used D2L tools. (b, g) iii. Introduce selves to class in <i>Discussions</i> and comments on peers' introductions. (b, c, g) iv. Brainstorm the roles of instructors and students in a <i>Google Doc</i>. (c, d, g) v. Discuss the roles of the instructor and students in a <i>web conference</i>. (c, d, g) vi. Read handout in <i>Content</i> on habits of successful online learners. (b, e, g) vii. Complete <i>Self-Assessment</i> of current practices. (b, f, g) 	<ul style="list-style-type: none"> • Complete Syllabus Quiz. (i) (a, b, g) • Participating in the Discussion, Google Doc, and Web C (iii, iv, v) (c) • Write a job description for the instructor and student i course and submit to Dropbox. (ix, v) (b, d, g) • Summarize the habits of successful online learners and reflective response that compares these habits to the i self-assessment. Submit to Dropbox. (vi, vii) (b, e, f, g)
Comparing the Characteristics of Learning Environments	<ol style="list-style-type: none"> h. Define words commonly associated with online learning. (1, 2) i. Describe the characteristics of online, hybrid, and face-to-face learning environments. (2, 3, 4, 8) j. Compare and contrast the benefits and challenges of online, hybrid, and face-to-face learning environments. (2, 3, 4, 8) k. Explain the ways in which the actions and attitudes of instructors and students might contribute to the benefits and challenges of each learning environment. (2, 3, 4, 8) l. Predict the ways in which one's own actions and attitudes might affect the benefits and challenges of online learning. (2, 3, 4, 8) 	<ol style="list-style-type: none"> i. Read definitions of vocabulary words in <i>Content</i>. (a, b, h) ii. Use internet to research the similarities and differences between learning environments. (b, i, j) iii. Brainstorm the benefits and challenges of each learning environment in a <i>Google Doc</i>. (b, c, i, j) iv. Discuss ways to increase benefits and mitigate challenges in the online learning environment from both the student and instructor perspective in a web conference. (b, c, j) 	<ul style="list-style-type: none"> • Complete Vocabulary Quiz. (b, g, h) • In groups, create a Venn diagram that shows the simila differences among the course types. (b, c, i, j) • Write an essay relating how the actions and attitudes c and students might affect the benefits and challenges c environment. Submit to Dropbox. (b, d, e, j, k) • Write an essay predicting how one's own actions and a affect the benefits and challenges of online learning. Su Dropbox. (b, l)