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MCO Track: Using an Institution Wide Template in LMSs to Promote Best Practices in the Use of Online Course Spaces

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Template + LMS = Best Practices in Online Course Spaces

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Rationale

- Quality Matters™
- Content Expert/Design Expert
- Future Goals
Template Tour

Massasoit Community College

LMS Template

stop

watch
Perspective

● Fully Online

● Web-Enhanced

● Faculty Support/Web-Enhanced
Perspective 1
Perspective 2
Perspective 3

link
If you give me 10 minutes...

- Choose the tools you want to use while getting started eg:
  - calendar
  - email
  - discussion

- Upload files

- Introduce the syllabus template

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**Tools**

Add tools to the course by selecting the check boxes. Remove tools by clearing the check boxes. If you remove a tool, all content in that tool is saved and available if you add the tool again.

**Organizational Tools**

- Calendar
  - Enter important events and deadlines, and allow Students to enter their own events.
- Search
  - Search for content in the course.
- Syllabus
  - Provide course requirements, objectives, and policies.

**Communication Tools**

- Announcements
  - Post important information in a central location.
- Chat
  - Chat with other users in the course in real time, or use the Whiteboard to display images.
- Discussions
  - Post and respond to messages on specific topics.
- Mail
  - Send messages to other users.
If you are using an Epack with the template

- You can use your epacks along with the template easily
- The template is uploaded to your course space first
- You would then import your epack as you would any other time
- The next step would be to tweak both to your satisfaction
As Little or as much when you want

You can:

- Include as many tools as you want
- Include as many attributes of the template as you want
- Show or Hide template pieces or tools when you want to utilize
You never have to create this course again

Once you have edited your course space and template

- It is backed up on the network
- New semester upload your materials
- Ready to start again
Wrap Up

- Anecdotal Response
- What's Next
- Q & A
Resources

- Take a closer look at the template - username: guest
- Quality Matters
- A Framework for Designing Questions for Online
- Alternatives to the Online Lecture
- Instructional Strategies for Online Courses: Small Group Work
- Web Accessibility Quick Tips