

GUIDELINES ONLINE FACILITATION

CLEAR EXPECTATIONS

- Clear instructions and expectations
- Detailed outcomes and timelines
- Grading and rubrics defined in advance
- Ensure success and course completion



FREEDOM

- Flexibility in assignment weighting
- Flexibility in choice of project
- Allow and encourage creativity



COMMUNITY

- Academic and non-academic social interactions
- Educators are approachable



SUPPORT

- Discuss expected difficulties
- Educators model expectations
- Display student work and successes



HUMOUR

- Don't take yourself too seriously
- Be genuine, be real
- Laugh and be laughed at

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Concepts cultivated from the following sources:

1. Berk, R. (1998). Professors are from mars, students are from snickers: How to write and deliver humor in the classroom and in professional presentations.
2. Boettcher, J. (2013). Ten Best Practices for Teaching Online Quick Guide for New Online faculty.
3. Bull, B. (2013). Eight Roles of an Effective Online Teacher.
4. Dunlap, J. C., & Lowenthal, P. R. (2018). Online educators' recommendations for teaching online: Crowdsourcing in action.
5. Edutopia. (2016). 4 Student Engagement Tips.
6. Vaughan, N. D., Cleveland-Innes, M., & Garrison, D. R. (2013). Facilitation. In Teaching in blended learning environments: Creating and sustaining communities of inquiry.