Fundamentals of Online Facilitation: A Course for Developing (Online) Teachers

Nadine Aboulmagd, MA, Senior Instructional Designer
Paul Desmarais, MA, Instructional Design Manager

Course

- Five-week, facilitated, fully online course
- To prepare AUC instructors to teach online and blended
- To make sure that instructors are prepared for the substantial differences between teaching online and in a classroom.
- Teachers experience being an online student
- Requirement before facilitating online/blended courses

Audience

- Part-time instructors
- Professionals - not academics
- Participating in the school’s newly launched blended initiative
- Lack of experience with online and blended learning.
- Concerned about level of interaction with students
Challenges

- Lack of communication between leadership and instructors
- Lack of communication between instructor and students
- Lack of interaction between participants in the course
- Students’ expectations in blended courses
- Instructors’ motivation to teach in this format
- Instructor confidence in this delivery method

Challenges for instructional designers

- Technical difficulties with platform
- Time frame adjustments
- Adjusting material to audience knowledge level & digital literacy
Course format

Original

- 3 weeks
- 6 modules
  - 1st, 3rd, 5th were F2F
- Blended format of delivery
- No ‘Getting Started’ module time
- Limited hands on -technical- homework/activities
- Limited peer feedback activities
- Increased reliance on F2F classes

<table>
<thead>
<tr>
<th>Module</th>
<th>Duration</th>
<th>Mode</th>
</tr>
</thead>
<tbody>
<tr>
<td>Getting Started</td>
<td>Before 6/18</td>
<td>online</td>
</tr>
<tr>
<td>Before You Teach</td>
<td>6/18 (2 hours)</td>
<td>face-to-face</td>
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<tr>
<td>Create &amp; Maintain Social Presence</td>
<td>6/19 - 6/31</td>
<td>online</td>
</tr>
<tr>
<td>Transitions &amp; Flow</td>
<td>7/1 (2 hours)</td>
<td>face-to-face</td>
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<tr>
<td>Facilitating Interaction</td>
<td>7/2 - 7/5</td>
<td>online</td>
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<tr>
<td>Providing Feedback</td>
<td>7/6 - 7/9</td>
<td>online</td>
</tr>
<tr>
<td>Using Rubrics &amp; Course Wrap up</td>
<td>7/10 (2 hours)</td>
<td>face-to-face</td>
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Course format

Adjusted

- 5 weeks
- 5 modules
- Fully online
- 1 week ‘Getting Started’ module time
- Same content, different emphasis
  - Removed ‘Rubrics’ module
  - Combined ‘Transitions & Flow’ with ‘Facilitating Interaction’
- Added assignments
  - Welcome video
  - Learning Journal
  - Peer feedback
- Edited material for length and audience

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<tr>
<td>Foundation of Online Learning</td>
<td>Online</td>
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<tr>
<td>Before You Teach</td>
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<tr>
<td>Establish and Maintain Social Presence</td>
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<tr>
<td>Interaction and Collaboration</td>
<td>Online</td>
</tr>
<tr>
<td>Assessment and Feedback</td>
<td>Online</td>
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To adopt this course email us at paul.desmarais@aucegypt.edu
n.aboulmagd@aucegypt.edu

Thank You