

AMICAL 2022

Transitioning your Face-to-Face Syllabus for an Online Instruction: Sustaining an engaging experience

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*Certified digital instructor through
the [Online Learning Consortium](#) (OLC)*

- ❑ **Identify strengths and opportunities for improvement related to personal course design and instructional strategies**
- ❑ **Explore a variety of technologies for developing an interactive syllabus**
- ❑ **Create an inclusive and accessible interactive syllabus with multimedia elements**

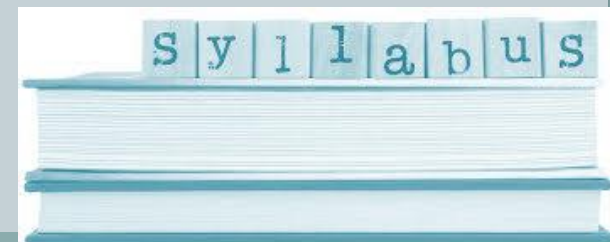


EMPOWERED LEARNERS
ARE ENGAGED LEARNERS

Course Syllabus & Student Academic Performance



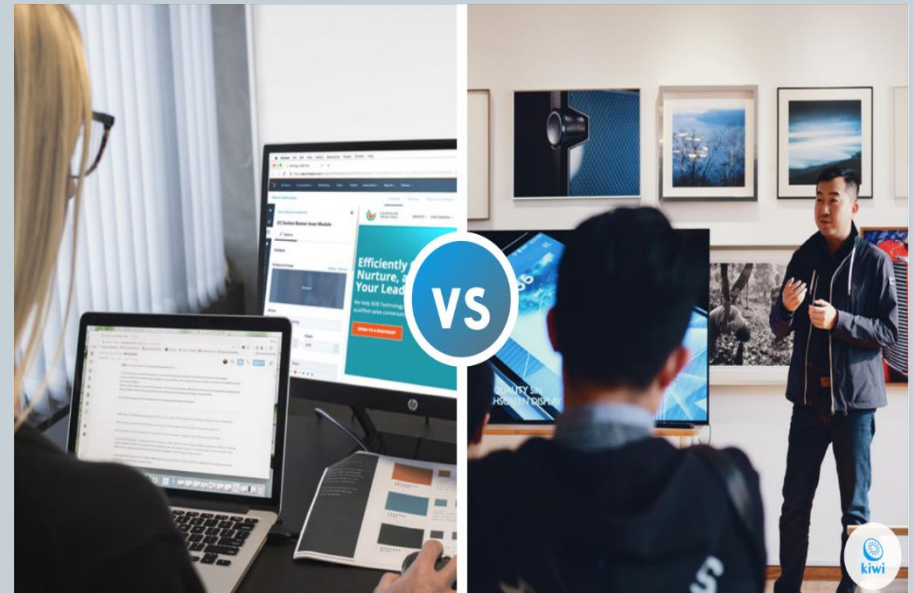
A course syllabus is a tool that can be used to increase student engagement. Research indicates that engaged students achieve higher-level learning.



Adapting Your Face-to-Face Course to a Fully Online Course



How would you go about converting a face to face course to an eLearning format?



The Importance of the Course Syllabus



The syllabus is the **instructional roadmap** for the course; all other course functionalities are dependent upon it.

A Two Years Journey in Online Learning and Teaching at AUI



ONLINE LEARNING
CONSORTIUM

<https://onlinelearningconsortium.org>

OLC is a collaborative community of higher education leaders and innovators, dedicated to advancing quality digital teaching and learning experiences designed to reach and engage the modern learner – anyone, anywhere, anytime.

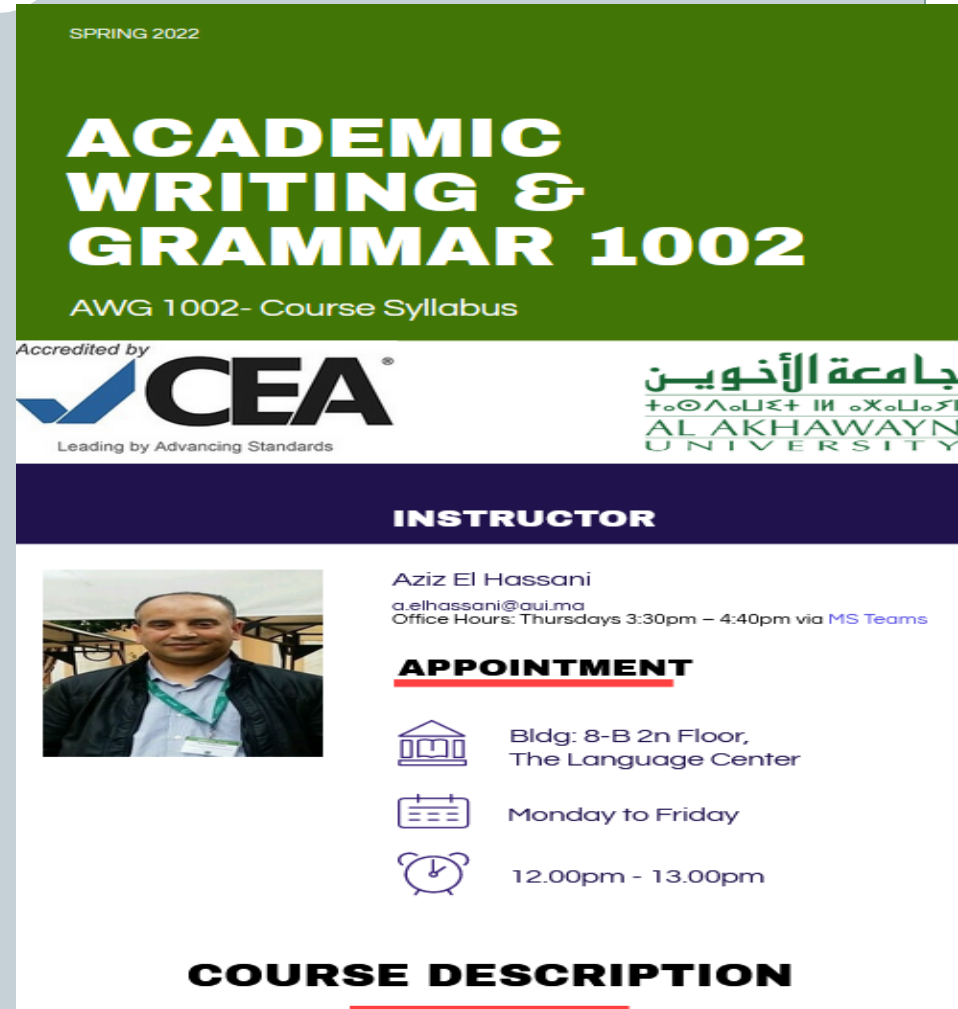
The [OLC](#) has been very instrumental in helping a large group of AUI faculty members (me one of them) to convert their face-to-face classroom materials for use in online courses.

Creating an Effective Online Syllabus

Transform the syllabus into an infographic.

[Piktochart](#) is a free infographic tool. Check out their article, [How to Create an Infographic Syllabus](#).

<https://create.piktochart.com/output/57351792-awg-1002-aziz-el-hassani>



SPRING 2022

ACADEMIC WRITING & GRAMMAR 1002

AWG 1002- Course Syllabus


Accredited by **CEA**
Leading by Advancing Standards


جامعة الأخوين
AL AKHAWAYN UNIVERSITY


INSTRUCTOR

Aziz El Hassani
a.elhassani@aui.ma
Office Hours: Thursdays 3:30pm – 4:40pm via [MS Teams](#)

APPOINTMENT

 Bldg: 8-B 2n Floor,
The Language Center

 Monday to Friday

 12.00pm - 13.00pm

COURSE DESCRIPTION

A Two Years Journey in Online Learning and Teaching



A satisfactory syllabus/schedule includes the following, at a minimum, but can be organized according to your course needs:

- ✓ **CONTACT INFO** - preferred communication channel, expected reply times, and office hours online location/date/time
- ✓ **COURSE STRUCTURE** - overview of course, where items are located, how to navigate the course, breakdown of course (units, modules, etc.), required readings and activities/assessments with due dates, dates/times/urls of any synchronous activities
- ✓ **ASSIGNMENTS & GRADING**- list of major assignments and how they support the learning objectives, what their value is in relation to the total available points for the course, how grades are calculated, late assignment policy, grade change procedures
- ✓ **LEARNER SUPPORT** - info on support available to students from the institution and from the instructor and how to access that support
- ✓ **TECH INFO** - software requirements and support information, accepted digital formats and how to submit work, backup plans for when things don't work
- ✓ **PARTICIPATION POLICIES** - netiquette guidelines, what counts as acceptable participation, when participation is required

Traditional Syllabus vs a More Dynamic Online Syllabus



Fig 1: This image is the cover page of my traditional syllabus. It doesn't leverage the features of document creation available through programs like Microsoft Word. The table is not easily read using screen readers or other accessibility devices.

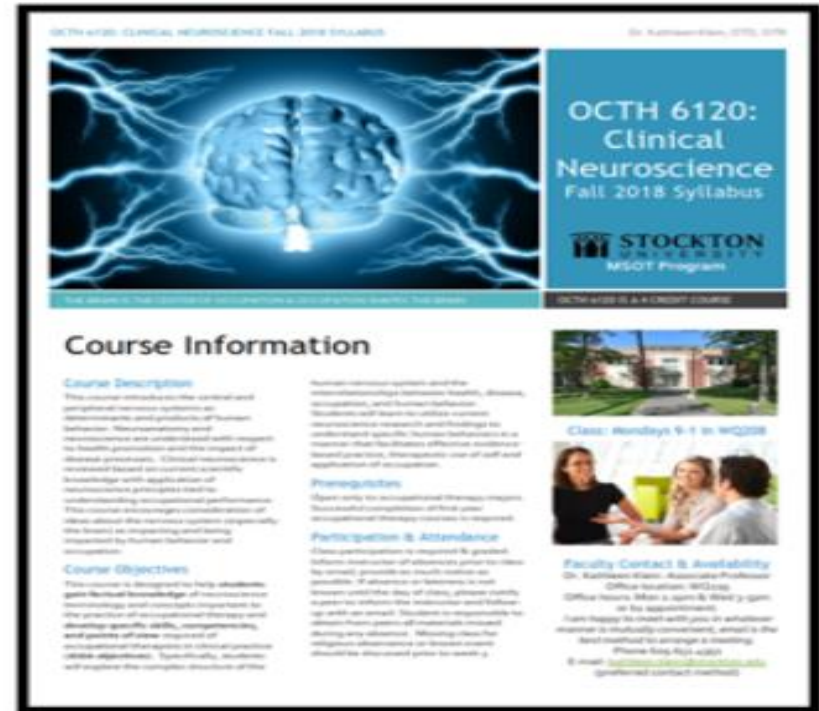


Fig 2: This image is a redesigned cover page of a more dynamic syllabus. The syllabus is created from a Microsoft Word newsletter template. Although the design is more complex, it is read by screen readers with alternative text provided for images.

جامعة الأخوين

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AL AKHAWAYN
UNIVERSITY



Thank you.