

CoP Faculty Guidance for Remote Learning COVID-19

Concern

Students report online learning typically takes students longer than in-class learning

Potential Reasons

- Recorded lectures are lasting longer than the allotted class time
- Additional homework assignments given to compensate for not being in class
- Students lack the guidance or structure that they usually receive in live instruction on assignments
- Students do not receive just-in-time feedback or unable ask questions

Guidance

- Lecture recordings should be the same length as the allotted class time
- Refrain from increasing the complexity of exams and assignments to compensate for less class time or changes in testing processes
- Provide recordings with solutions and thought process for homework and case assignments
- Provide an estimate for how long assignments or activities should take

Addressing Concerns

Additional Student Concerns

- Lack of regular routine/structure
- Limited interaction with faculty and peers
- Less immediate feedback on performance
- Decreased focus due to uncertainty and other stressors
- Unable to see laser pointer recorded lectures from previous years
- Confusion with assignment deadlines
- Difficulties with technology
- Differences in time zones

- Send out a schedule every Friday which includes the upcoming week's material covered and assignments due (see example)
- Host virtual office hours during regularly scheduled class time or periodically throughout the week to accommodate students in different time zones
- Use the email option (check the box) so students receive an email when posting Blackboard announcements (see example)
- Create lectures in 15 to 20 minute increments to increase student focus
- Create supplemental document to guide students when using laser pointer in previously recorded lecture
- Integrate a break for classes lasting longer than one hour
- Utilize a 24 hour testing window for examinations (12:00am to 11:59pm)
- Consider open-note examinations
- Utilize the same due date time, such as 11:59pm, for all assignments
- Provide feedback on assignments and exams as soon as possible
- Be transparent with students and address their concerns as soon as possible.

Troubleshooting Technology Issues*

Connecting to a VPN

- The College provides a private VPN for those working remotely
- Connecting to the VPN requires BoilerKey
- Directions for how to access the VPN are available [here](#).
- Additional help is also available through ITaP: <https://www.itap.purdue.edu/connections/vpn/>

Navigating ExamSoft

- ExamSoft “how-to” videos available [here](#).
- Additional information and step-by-step instruction on how to format exam questions, build assessments, and posting/proctoring an exam through ExamSoft can be found [here](#).
- [CoP ExamSoft Best Practices for Distance Learning](#)

Additional Resources for Teaching Remotely

- [College of Pharmacy Guidance on Remote Learning Options](#)
- [Teaching Remotely Overview](#)
- Additional information regarding remote learning can be found on the College of Pharmacy [website](#).

*If you have not done so already, complete the Pre-Shutdown Checklist provided [here](#).

Course Schedule Template

Assignment/Exam	Points	Due Date	Submit To

Emailing a Course Announcement

Create Announcement
Announcements are an ideal way to post time-sensitive information critical to course success. [More Help](#)

* Indicates a required field.

ANNOUNCEMENT INFORMATION

* Subject Black

Message

Path: p Words 0

WEB ANNOUNCEMENT OPTIONS

Duration Not Date Restricted Date Restricted

Email Announcement Send a copy of this announcement immediately
Students are still notified of this announcement even if this option is not selected

Check box to email an announcement