

## CELT Teaching Tip • Summer Edition III, July 29, 2020

### Get Ready for Fall Semester!

Fall semester, beginning August 17th, is right around the corner. As you prepare, CELT has you covered with website resources, programming, and the ISU Course Template. Of great interest:

- **ISU Course Template:** Easy to use and to adapt, the ISU Course Template contains the fundamental components for a quality online course. The template is pre-loaded with a homepage, modules, and necessary information of value to you and your students. Instructors such as Professor Stacy Cordery, History, have raved "The savings to me in terms of time, energy, and anxiety are incalculable. I know it's going to be a great tool for faculty and students, whose lives will surely be made a bit easier with some uniformity and predictability as they try to navigate all their different syllabi (online, in class, and hybrid)." See the ISU Course Template page (<https://bit.ly/isu-template>), Register to attend a webinar, Online Course Essentials (ONCE) using the ISU course template, Jul. 30 (1-2:15 p.m.), Aug. 3 (3-4:15 p.m.), or Aug. 12 (11 a.m.-12:15 p.m.). Or, submit a departmental ONCE workshop request form (<https://bit.ly/2WpndQt>).
- **Start of Semester Checklist:** The how-to with pictures of preparing your Canvas course, use the Start of Semester Checklist (<https://bit.ly/isu-start>).
- **Quick Start Guide:** Apply these strategies to help you prioritize and communicate with your students this fall, Quick Start Guide (<http://bit.ly/cc-start>).
- **Teaching with Technology:** Whether you are teaching face to face, hybrid, or online (<https://bit.ly/isu-delivery>), check out the redesigned "teaching with technology" web resources. These resources include everything from the new Canvas @ ISU site (<https://bit.ly/canvas-isu>), instructional strategies about teaching, including web conferencing (yes, info about Webex and Zoom!) to instructional tool how-tos to ideas for engaging students in the online environment. Review and bookmark the Teaching with Technology page (<https://bit.ly/ceit-tech>).
- **Programming:** Mark your calendars for exciting CELT programming from 30-minute "choose your instructional tool adventures" to hour-long discussions of course design, engaging students, inclusion, accessibility, web conferencing (Webex, Zoom, MS Teams), managing disruptive conduct in learning spaces to semester-long teaching and learning communities, via the Upcoming Events page (<http://bit.ly/ceitevents>).

Do you have questions, concerns, opportunities, about your teaching? Or ideas about programming?

Email [celt@iastate.edu](mailto:celt@iastate.edu).

With a joy for teaching,

Sara Marcketti, Director  
Center for Excellence in Learning and Teaching

## Guidance for Supporting Community Expectations During COVID-19 Pandemic

Please uphold [ISU's Principles of Community](#) and do your part to show care and empathy as we work together to have a healthy and safe return to campus this fall. Review and bookmark the [Guidance for Supporting Community Expectations During the COVID-19 Pandemic page](#) which includes [Scenarios Responses and Proactive Planning Tips](#).

## Recommended ISU Syllabus Statements for COVID-19 Health and Safety Requirements

The Recommended ISU Syllabus Statements page includes the NEW, [statement outlining COVID-19 health and safety requirements](#), via the [CELT Creating an Inclusive and Learner-Centered Syllabus page](#).

### CELT 2020 Programming (July-September)

Register for these online events by searching CELT's Upcoming Events page (<http://bit.ly/celtevents>) or CELT's channel on the ISU Events Calendar (<http://bit.ly/celt-isu-events>).

#### Course Design: Design, re-design, and maximize your online courses!

- Online Course Essentials (ONCE) using the ISU course template, Jul. 30 (1-2:15 p.m.), Aug. 3 (3-4:15 p.m.), Aug. 12 (11 a.m.-12:15 p.m.) or submit a departmental ONCE workshop request form (<https://bit.ly/2WpndQt>).
- Synchronous communication tools from Webex to Zoom to teams: An overview and best practices, Aug. 3 (2:10-3 p.m.), Aug. 12 (10:10-11 a.m.), Aug. 18 (2:10-3 p.m.), Aug. 26 (3:20-4:10 p.m.)
- Find out how to enroll students, publish your course, submit grades, and more at ISU, Aug. 5 (3:10-4 p.m.)
- Discover the top 10 tips for creating accessible course content, Aug. 6 (3:10-4 p.m.)
- CELT condensed course design Clinic, Aug. 11 (8 a.m.-12:15 p.m.) (<http://bit.ly/celt-cdi2020>)
- Quality Matters: Improving your online course, Aug. 13 (9 a.m. -1 p.m.)
- ISU Online Learning Community (ISU-OLC), Aug. 14 (11:30 a.m.-1 p.m.), Sep. 11 (11:30 a.m.-1 p.m.)
- Strategies for quizzes & exams in Canvas, Aug. 13 (9-10 a.m.)
- Canvas Blueprints: The do's and don'ts, Sept. 7 (12:05-12:55 p.m.)
- Let's talk Canvas gradebook, Sept. 15 (3:10-4 p.m.)
- Series: Applying the Quality Matters Rubric (APPQMR), Sept. 17 & 18 (9 a.m.-1 p.m.)
- Effectively utilizing course materials in Canvas, Sept. 21 (11 a.m.-12 p.m.)

#### Technology Tools and Strategies: Enhance your teaching, any modality!

Choose your instructional tool adventure. Held on the following Tuesdays and Thursdays from 3-3:30 p.m.:

- Jul. 28: Web conferencing: polling and breakout rooms (Webex, Zoom, and MS Teams)
- Jul. 30: Peer review (Canvas assignments, groups, peer review)
- Aug. 4: Web conferencing: sharing content (Webex, Zoom, and MS Teams)
- Aug. 6: Using video for content, presentations, & performances (Studio, Webex, Zoom)
- Aug. 11: Web conferencing: Keeping it all organized (Webex, Zoom, and MS Teams)
- Aug. 13: Effective virtual student/office hours (Scheduling w/ Webex, sync/async, live chat)

#### Engage Students: With content, instructor, and fellow students

- Best practices for faculty-to-student interactions in your course, Aug. 4 (3:10-4 p.m.), Aug. 12 (3:10-4 p.m.)
- Engaging students through polls and group work, Aug 5 (3-4 p.m.)
- Effectively managing disruptive conduct in learning spaces, Aug. 5 (12:10-1 p.m.), Sept. 2 (3:20-4:10 p.m.)
- Preparing for multiple teaching scenarios with Top Hat Pro, Aug. 6 (2-3 p.m.)
- Social media in the university classroom #BestPractices (Dr. Megan Myers), Sept. 3 (1-2 p.m.)
- Teaching large enrollment courses online (Teaching and Learning Community), Sept. 8 (3:10-4 p.m.)
- Discuss Published Education Research in Your Discipline (DBER Journal Club), Sept. 14 (4-5 p.m.)
- Teaching Gen Z: In the classroom and beyond, Sept. 10 (2-3:30 p.m.)

- Teaching Talks: Introduction to sketchnoting, (Verena Paepcke-Hjeltness) Sept. 22 (12-1 p.m.)
- Data visualization for online conference presentations, Sept. 23 (2:15-3:15 p.m.)
- Learning assessment techniques, Dr. Ann Gansemer-Topf) Sept. 30 (12:05-1:30 p.m.)

### Equity & Inclusion: Enhance your teaching practices

- Navigating controversial topics in the classroom, Aug. 5 (2:10-3 p.m.), Sept. 8 (12:10-1 p.m.)
- Building an inclusive & learner-centered syllabus, Aug. 6 (1:10-2 p.m.)
- Create an inclusive learning environment, Aug. 6 (2:10-3 p.m.)
- White supremacy and nationalism in education (Dr. Jeremy Best), Sept. 9 (3:20-4:20 p.m.)

### Mindfulness & Contemplative Pedagogy: Deepen awareness and insight

- Panel: Mindful and contemplative pedagogy practitioners, Sept. 9 (12:05-12:55 p.m.)

### Award-Winning Seminar Series: Learn strategies and find inspiration

- Reflecting on one's mentoring experiences (Dr. Tera Jordan), Sept. 11 (1:30-3 p.m.)
- Sharing mentoring philosophies: A panel discussion with Margaret Ellen White Award Recipients, Sept. 18 (1:30-3 p.m.)
- Alignment, trust, and inclusiveness (Tera Jordan), Sept. 25 (1:30-3 p.m.)

## Summer Institutes on Scientific Teaching Series

The Summer Institutes on Scientific Teaching Series is brought to you by Yale Poorvu Center for Teaching and Learning (<https://poorvucenter.yale.edu/>), Howard Hughes Medical Institute, and Summer Institutes on Scientific Teaching (<https://www.summerinstitutes.org/>). Register for these online events by searching CELT's Upcoming Events page (<http://bit.ly/celtevents>) or CELT's channel on the ISU Events Calendar (<http://bit.ly/celt-isu-events>).

- Web talk, Engaging Students in Authentic Scientific Practices...Online!, July 31 (3-4 p.m., Zoom)
- Web talk, LabXchange: Integrating Personalized Online Learning with the New Normal, Aug. 6 (2-3 p.m.)
- Web talk, Building inclusive college assessments: short- and long-term strategies, Aug. 7 (3-4 p.m., Zoom)
- Web talk, Creating Community in Online Classrooms, Aug. 14 (3-4 p.m., Zoom)
- Web talk, Using Flipgrid to Meaningfully Engage Remote Students, Aug. 21 (3-4 p.m., Zoom)

## Enhance your course delivery through self-paced training

20-Minute Mentors are video-based programs designed to answer a specific question related to teaching and learning. Each video delivers actionable insights in highly focused 20-minute presentations designed to fit busy schedules. Access the CELT curated 20-Minute Mentor videos to guide your exploration on course delivery modes:

- Face-to-Face (In-Person) Teaching (<https://bit.ly/2X4ikMD>)
- Hybrid Learning (<https://bit.ly/3jR5StD>)
- Online Learning (<https://bit.ly/3jQvy9M>)

Get started on your development via CELT's 20-Minute Mentor Commons page (<http://bit.ly/celt-20>).

## Know where to go at ISU

For help with the Canvas, contact Canvas Support via the ?Help menu in Canvas:

- All 24/7 support options may be found by clicking the ? Help icon (found on the left-hand navigation bar in Canvas <https://canvas.iastate.edu/>) to access the support available to you:
- 24/7 phone support. Call 515-294-4000, then follow the prompts to connect with Canvas support.

- Find answers to common questions in the Canvas Instructor Guides (<http://bit.ly/38M9BC2>).
- Use the resources in the Canvas @ ISU site (<https://bit.ly/canvas-isu>)

**For help with the Start-of-course checklist and using ISU Admin Tools for enrolling students, contact the ISU Solution Center:**

- Email [solution@iastate.edu](mailto:solution@iastate.edu)
- Call 515-294-4000 and follow the prompts to receive support from Solution Center staff

**Our ISU Campus Partners are here to help,**

- Call us through the CELT Response Team 515-294-5357 (Monday-Friday, 10 a.m.-2 p.m.). We have staff across campus willing to assist. If needed, the campus partners will meet with you virtually using WebEx.
- Email [celt-help@iastate.edu](mailto:celt-help@iastate.edu)
- Additionally, you may wish to contact one of the support units directly. Please note which program, department, or college each unit serves and contact the unit for your area (<http://bit.ly/isu-support>).

## **CELT Mission and Contact Information**

CELT's mission is "Partnering with educators to advance student-centered learning at Iowa State University." Contact us for consultations, questions, and comments via phone: 515-294-5357, email: [celt@iastate.edu](mailto:celt@iastate.edu), or on our website: <http://www.celt.iastate.edu/>. Our physical office is in 3024 Morrill Hall, 603 Morrill Road, Ames, IA 50011-2100

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