Tips for Converting 112L/114L Online.

1. **Go easy on yourself.** This is an emergency bandage, not well developed online pedagogy. ***This is not the time to learn "all the things."*** Here is a great read:

2. **Believe the best in your students:** They are just as stressed (if not moreso) as we are. Be flexible with those in distress without suspicion. Our priority should be guiding them through this process, not catching the few who may be taking some advantage.

3. **Keep it simple.** As much as you can, keep the structure you have already established in your course and adjust as needed. **Create a clear, predictable structure**. Consider a recursive cycle where **assignments are due on the same day each week etc. Here is an example of a weekly module I give my students.**

4. **Provide links or PDF's of readings as much as possible**.Students may not have access to their textbook if away from campus. Keep reading loads manageable and consider cutting some content. Here is an in process list with links of works I use in my 112L.

5. **Post written notes highlighting content you are foregrounding.** Consider using a screencast with audio or video to talk through notes as you would a short lecture. Keep these short (10 minutes or so). **Tutorial Attached (this is what I use to create video lectures in the module posted in #3)**

6. **Simplify assignments:** students will need some accountability to read and review materials. Design **1 short weekly assignment** to assess that they are keeping up. These can include:
   a. Short journal response entries
   b. Discussion board posts/threads
   c. Google form quiz (this can be particularly helpful to encourage students to review lectures and notes. Avoid creating comprehension quizzes on readings that can be easily googled).

7. **If you have a high stakes assignment due in the next few weeks**
   a. **For papers and projects**: Post instructions for papers 2-3 weeks out. Consider moving due dates back if the assignment was originally due in late March.

   b. **For Presentations:** If you have a screencast tool you use for lectures, your students can use it as well to post their own videos/audio. Be aware not all will have access to computers with cameras etc. and be willing to make exceptions when needed- but if you planned presentations know these are relatively easy to accomplish at a distance. If you currently have these planned for the end of the

semester, begin planning how you might do these at a distance now. Even if we resume F2F this might be a helpful way to allow students to present outside of classtime, freeing that up for other content.

    c. **For Tests**: Keep SLO's in mind to set priorities. While author's names and histories and textbook definitions of terms are important, engaging students in interpretive and analytic skills are of highest importance. If low stakes assignments are keeping students accountable to read, **high stakes assignments don't need to also be comprehensive**. Avoid objective heavy testing that requires proctoring. Substitute short essay responses that require students to relate texts to each other or their own analysis. Think about creative ways to have students respond that cannot be easily googled. Examples might include:

        i. Connect an image, meme or GIF to a reading response
        ii. Relate a popular song lyric to a poem
        iii. Rewrite an ending or POV of a short story
        iv. Compare a short story to a poem of a similar theme

8. **Keep grading manageable:**
    a. Explain to students early on that **delays will happen** as a result of the time we now have to devote to converting to online.
    b. Keep feedback brief- the temptation will be to say more instead of less b/c we don't have as much personal contact with students. **Don't**!
    c. Consider grading low stakes assignments on completion- credit/ no credit/1/2 credit you can easily skim through to assess as opposed to points or letter grades.

9. **It's okay to need help.** Please, reach out with questions and concerns whenever you need to. You don't need to do this on your own!