

### Best Online Teaching and Learning Practices

Online teaching and learning is a shared commitment between faculty and students to fully participate in creative explorations and discussions. It requires all participants to be present, prepared, and ready to engage. A collective dedication to producing quality work and safe learning environments helps ensure meaningful online teaching and learning experiences.

1. Students and faculty are **aware of lighting, sound, and background** items in the room.
2. It is necessary for the class community to establish **a way in which participants will share and discuss concepts** – such as raise hand or colored cards, or the chat with a monitor that rotates.
3. **Mute** sound unless you wish to talk.
4. **The cohort model works well for specific courses/degree programs.** The cohort model enables students to know each other and progress together. The cohort model creates a community of shared interest and community of practice. Research shows that faculty and students do best when they know each other.
5. **Focus on 'Active' Learning.** Let your course include discussion, peer-to-peer collaboration, video and audio clips, hands-on exercises with text, and brief video lectures (10-15 minute chunks).
6. **Clear assignments and deadlines are essential.** Straight-forward communication of what is expected and the timelines for completion are important.
7. **Students and faculty respond thoughtfully, and effectively.** Thoughtful personal responses have a positive effect. They humanize the online learning experience for both the faculty and the students.
8. **Multiple means of engagement enhance the connection of the learner to the course objectives and facilitate the learning experience.** To do this, leverage a variety of available tools, including typed responses, VoiceThread, Video Clips of Creative Process, Adobe
9. **Easy access to faculty and other classmates make a big difference.** The faculty-student and student-student relationship is critical to humanizing the teaching and learning experience in a mixed and online course.