

The “Classroom Flip”

A Pedagogy-based Curriculum for Using a Course Management System

Goal: The goal of this curriculum is to help undergraduate college and university faculty identify sound pedagogical strategies for teaching and learning and to learn how to support those strategies through the components of a Course Management System (CMS).

CMS Support: Blackboard 5.x & WebCT 3.x

The approach used in most of the modules is to begin with an introduction to the pedagogical principles of the topic and then to move to “step-by-step” instructions of how to set up the course site within the CMS to apply the principles. The pedagogical part of each module is approximately ten pages long, cites the research from which the principles are taken and provides a bibliography. Links to any of the research cited that is available online are provided at the imowa site (<http://www.imowa.org/>) through the Workshop Resources link.

Module Title	Pedagogical Emphases	CMS “Step by Step” Instructions
Pedagogy & the Role of the CMS	<p><i>Objective:</i> The instructor should be able to identify at least one instructional need in his or her teaching, select an instructional strategy that can help meet that need and determine what element of a CMS he or she needs to learn how to use to support the strategy.</p> <p><i>Emphases:</i></p> <ul style="list-style-type: none"> • Identifying instructional needs • Identifying instructional strategies that can meet the identified needs • Introducing the “Classroom Flip” model • Linking needs and strategies to CMS elements that can support instructional strategies 	None; the “step-by-step” section related to this pedagogical content is contained in the next module.
Getting Started	<p><i>Objective:</i> The instructor will create a course site within the CMS, establishing areas within the course for the element(s) identified in the first module.</p> <p><i>Emphases:</i> This is actually the “step-by-step” side of the material covered in the first module.</p>	<ul style="list-style-type: none"> • Requesting a course site with the CMS Administrator • Introduction to the CMS interface • Overview of CMS elements • Modifying the course Home Page

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Keeping in Touch	<p><i>Objective:</i> The instructor will identify approaches to class discussion appropriate for his or her course. The instructor will develop a plan for the use of discussion in a unit of the course and set up the discussion area of the course site in a way that fits the plan.</p> <p><i>Emphases:</i></p> <ul style="list-style-type: none"> • Pedagogical Role of Discussion • Effective Practices in Discussion <ul style="list-style-type: none"> ○ Guidelines for Preparation for Discussion ○ Guidelines for Guiding the Discussion • Characteristics and Benefits of Online Discussion • Effective Practices in Online Discussion <ul style="list-style-type: none"> ○ Set Clear Expectations ○ Establish Grading Criteria ○ Determine Groupings ○ Guidelines for Facilitating • In-Class Impact 	<ul style="list-style-type: none"> • Setting up the Chat area • Using the Chat area • Viewing the Chat Logs • Setting up the Threaded Discussion area • Using the Threaded Discussion area • Setting the options for the Discussion area
Checking Up	<p><i>Objective:</i> The instructor will select a strategy in the use of assessment tools within the course. The instructor will then enter questions and create quizzes to be used as part of the assessment of the student’s learning.</p> <p><i>Emphases:</i></p> <ul style="list-style-type: none"> • Making students responsible for their learning • Approaches to the assessment of learning • Making quizzes learning-oriented <ul style="list-style-type: none"> ○ Importance of immediate feedback in learning ○ Repetition for mastery ○ Using quiz results for class discussion ○ Academic Integrity issues • Use of student self-assessment • Alternatives to objective testing and quizzing for assessment • Effective Practices in the use of Online Assessment • In-Class Impact 	<ul style="list-style-type: none"> • Creating Questions <ul style="list-style-type: none"> ○ True/False & Multiple Choice ○ Matching ○ Short Answer ○ Paragraph Answer • Creating the Quiz • Quiz setting options • Quiz access options

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<p>Providing Content</p>	<p><i>Objective:</i> The instructor will identify content that is appropriate for online delivery and ways in which that content can be provided within a CMS. The instructor will then set up an area within the course where the online content will be delivered and begin populating that area with content pages.</p> <p><i>Emphases:</i></p> <ul style="list-style-type: none"> • The professor as the “sage by the side” • Directed instruction vs. student-centered learning: A both/and approach <ul style="list-style-type: none"> ○ Providing online “lectures” ○ The importance of interaction in learning ○ Providing for student control • Making the college classroom an active learning space • Making the Course Content an active learning space • Effective Practices in the delivery of Online Content • In-Class Impact 	<ul style="list-style-type: none"> • Managing Files • Creating the Course Content Area • Providing the Content • Using Interactive elements
<p>Groups and Numbers</p>	<p><i>Objective:</i> The instructor will develop a plan for the use of student learning groups. In addition, the instructor will learn how to access student usage data for the online site for both student assessment and formative assessment of the course.</p> <p><i>Emphases:</i></p> <ul style="list-style-type: none"> • The Importance of the Social Setting in Learning • Pragmatic Reasons for Using Student Learning Teams • Managing Student Learning Teams • Assessing Team Work • Effective Practices in the Use of Student Learning Teams • In-Class Impact • Formative Assessment 	<ul style="list-style-type: none"> • Setting up the Student Presentations Area • Creating Student Groups • Tying Student Groups to Online Discussion • Tracking Student use of Content Pages • Tracking Individual Student Course Usage

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Keeping Posted	<p><i>Objective:</i> The instructor will learn how to use the gradebook functions of the CMS to provide students with grade updates.</p> <p><i>Emphases:</i></p> <ul style="list-style-type: none"> The Importance of Immediate Feedback 	<ul style="list-style-type: none"> Setting up the Gradebook area Automatic Grade Posting Setting Point Values and Entering Grades for Additional Assignments Calculating Grades Assigning Letter Grades

Appendices to the Curriculum

Appendix Title	Description
Brief Introduction to HTML	Introduction to basic HTML tags for text formatting
Student Instructions for Chat Area	A handout to provide students with instructions on use of synchronous online discussion
Student Instructions for Threaded Discussion Area	A handout to provide students with instructions on use of asynchronous online discussion
Moving Existing Quizzes into the CMS	Third-party solutions for extracting quiz items from a Word document to the Question database of the CMS
Instructions for Uploading Student Files	A handout to provide students with instructions on how to upload their files into their group’s area within the course site

Resources for the development of these materials were generously provided by Ameritech to the Ameritech Faculty Development Technology Program in Illinois, Michigan, Ohio, and Wisconsin. Links to articles, papers, presentations and Web sites used in development of the pedagogy sections of each module will be available at http://www.imowa.org/dm/dm_flip_index.html.

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