Classroom Management

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The key to a high quality course is its instructors' ability to manage an online classroom.

Many instructors who are new to teaching online don't realize that the best practices used in a traditional environment should not be discarded simply because students are interacting online from remote locations. Online students still need to be managed as a cohesive group of learners. We understand that without a physical classroom presence, the task of truly engaging students may feel daunting.

So, we gathered resources with strategies that have helped instructors motivate students in class and create engaging online classes. Below are recommendations for McNeese instructors who are looking to continue to offer a student-centered learning experience in an online learning environment teaching remote students.

First Steps to Transitioning On Campus Class to Online Classroom

- Tips for transitioning your on campus course to online and keeping your sanity
- Synchronous vs. Asynchronous?
- Which will you choose? Live virtual classroom, pre-recorded lectures or no video?
- Create a Mobile Friendly Course

Presence in Virtual Classroom

- Provide an in-class experience to your online class
- Pay attention to facial expressions
- Open your class early online and stay logged in a few minutes after class ends
- For lectures and larger courses
- For seminars and discussion-based courses
- For labs, studios, and performance-based courses
- Expand your use of online textbook resources

Communication

- Decide how will you give feedback on students progress during the semester
- Determine communication expectations for the course
- Email all students in class through Moodle Announcements
- Begin the semester by going over your course assignments for the coming weeks
- Assessable course resources
- Activities for students with poor internet or audio connection

- Virtual Office Hours

Class participation

- Individual Students Attend In-Person Classes (Small, Discussion-Based)
- Make participation in activities, discussions and classroom forums mandatory
- Classroom Guidance for Student Presentations
- Provide suggestions and participate in online forums and discussions
- Using chat box in virtual meeting
- When not to use the chat box when you can speak instead
- Use the discussion tool as a text or video discussion board
- Virtual Meeting Discussion Questions
- Peer Review Activities
- Use BigBlueButton Breakout Rooms

Collaborate and Share

- Pre-Recorded Lecture Tips
- Tips if you do not use video in classroom: No live or pre-recorded video in class
- Make use of external online tools such as Google Drive or Office 365 SharePoint
- Department Meetings and Teaching Teams Meetings

Assessments and Exams

- Decide what you're going to do about any high-stakes assessments, particularly exams

Technical Help

- Prepare for technology failures
- Live Virtual Meeting Troubleshooting Tips

We have added many articles to this knowledgebase to assist you in using Moodle, Microsoft Teams, BigBlueButton, Turnitin, Respondus, SmarterProctoring, ProctorU, RedShelf, and more. Just type the keywords for the function and features you would like to use in the search bar at the top of this page. Also, check this page daily for updated resources and content.

We have also included articles to help with setting up your Moodle course. Also, check out recommendations for transitioning your on-campus class to an online class fast.