

## Itinerary: Moodle and Instructional Design Workshop

Room 405

### Lead facilitator

**Blue** = Facilitator X

**Green** = Facilitator Y

**Orange** = Facilitator Z

Black = Facilitators supervise (independent student work time)

| DATE           | TOPIC                                | EVENTS   | TIME         | REQUIRED MATERIALS/SETUP  |
|----------------|--------------------------------------|--|--------------|---|
| Monday<br>11/9 | Orientation                          | <u>Tour of Boston/Cambridge</u>  | 9:30 - 11:00 | Meet Dragana in front of BAC at 9 am!   |
|                |                                      |  |              |   |
|                | Getting started with online learning | <i>Discussion of goals for the training and courses</i>                    | 1:00 - 3:30  | <i>NCA-BAC Workshop course in Moodle. All instructors enrolled as Students.</i> |
|                |                                      | <b>Overview of training curriculum</b>                                     |              |   |
|                |                                      | <i>Discussion: Format, roles, and responsibilities</i>                     |              |   |
|                |                                      | <i>Moodle live demo</i>  |              |   |
|                |                                      | <i>Exemplars of best practices</i>   |              |   |
|                |                                      | <i>Discussion: key components</i>  |              |   |
|                |                                      | <i>Introduction of online instruction principles</i>                       |              |   |
|                |                                      | <i>Discussion: differences between face-to-face and online instruction</i> |              |   |
|                |                                      | <b>Getting logged on, addressing any technical (non-LMS) issues</b>        |              |   |
|                |                                      | <i>Finalizing objectives,</i>  |              |   |