

To: Faculty
From: Barry L. Spriggs, Ph.D., Provost
Subject: Distance Education Support
Date: March 10, 2020

This serves as a follow up to the memo addressed to faculty sent Monday, March 9, 2020, regarding planning in case alternate delivery methods are needed. Below outlines local and higher education resources for course instruction that may be helpful to faculty.

Blackboard training will be offered this week with Yunkai Xu, Instructional Designer, at the Morrisville and Norwich Campuses. Training will consist of getting started with a Blackboard course and other topics of design to support course delivery. Basic Blackboard concepts will be introduced and reviewed.

Training locations/times:

March 10, 2020 - Tuesday, 1:00 to 2:00 PM, Crawford Hall 112
March 11, 2020 - Wednesday, 1:00 to 2:00 PM, Charlton Hall 219
March 12, 2020 - Thursday, 1:00 to 3:00 PM, Crawford 107
March 13, 2020 - Friday, 11:00 AM to 12:00 PM, Norwich Campus, Follett Hall 225

Local resources for faculty and staff:

College Distance Education Webpage with faculty, staff and student resources outlining support <https://www.morrisville.edu/contact/offices/provost-office/distance-education>

Collaborate Ultra-Blackboard tool for video-conferencing. Information on google drive provides overview of usage. <https://drive.google.com/open?id=1C4Y-htnTmmw5K1Z5KNoaCSapQVSIxYdi>

Contact: Yunkai Xu, Instructional Designer with questions at xuy@MORRISVILLE.EDU

Microsoft Teams: Can be used for communication for School, Division, committee, and other groups. Access at www.office.com/teams (click sign in and use Morrisville user id and passcode) Contact: Adam Saunders, Online Learning Librarian, with questions at saundear@morrisville.edu and Pat Cronn, Associate Professor, Computer Information Technology with questions at cronnpj@morrisville.edu

Higher Education Resources:

Teaching Effectively During Times of Disruption, review of strategies
https://docs.google.com/document/d/1ccsudB2vwZ_GJYoKIFzGbtmftGcXwCIwxzf-jkkoCU/mobilebasic

Going Online in a Hurry: What to Do and Where to Start, By Michelle D. Miller March 09, 2020
<https://www.chronicle.com/article/Going-Online-in-a-Hurry-What/248207>