**This template is designed to assist instructors as they design and develop their online courses lesson by lesson (module by module).**

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| **WHAT DO I NEED STUDENTS TO BE ABLE TO DO**  **BY THE END OF**  **THIS LESSON?** | **WHAT RESOURCES DO STUDENTS NEED**  **TO ACCOMPLISH THIS?** | **WHAT ACTIVITIES DO STUDENTS NEED TO DO WITH THESE RESOURCES**  **AS AN INDIVIDUAL?** | **WHAT ACTIVITIES DO STUDENTS NEED TO DO WITH THESE RESOURCES**  **AS A GROUP?** | **WHAT DO STUDENTS NEED TO DO TO PROVE THEY ACCOMPLISHED THE LEARNING OUTCOMES?** | **WHAT CRITERIA WILL TELL ME HOW WELL STUDENTS ACCOMPLISHED THE LEARNING OUTCOMES?** | **WHAT WILL STUDENTS NEED TO DO IF THEY FAIL TO ACCOMPLISH THE LEARNING OUTCOMES?** |
| **What knowledge, skills, abilities, and other attributes do students need to accomplish?** | **What information/content and tools do students need for this accomplishment?** | **What tasks etc. will students need to perform individually that will assist them in achieving the learning outcomes?** | **What tasks etc. will students need to perform in organized groups that will assist them in achieving the learning outcomes?** | **What will students need to perform, either individually or in groups, that will show their achievement of the learning outcomes?** | **What are the specific standards that the students’ performance must meet?** | **What remedial learning activities will help students improve their performance?** |
| *List all the learning outcomes students need to accomplish in this lesson.* | *List all the materials that students require for learning this lesson.* | *List all the learning activities (e.g., read a specific article, watch a video etc.) that students need to perform as individuals for learning this lesson.* | *List all the learning activities (e.g., conduct a forum discussion, form a shared conclusion etc.) that students need to perform in groups for learning this lesson.* | *List the specific deliverables/ behaviours (e.g., a well-researched argument in an essay format, a successful solution to a problem etc.) that will serve as evidence of student accomplishment.* | *List the criteria or standards (e.g., assessment rubric) the student performances must display.* | *List the additional activities and/or resources (e.g., alternate content, make-up assignments etc.) students will need to engage with to accomplish the learning outcomes they missed.* |
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**Communicate your expectations.** Inform your students on how they can contact you, how they can complete the course, and how their learning will be assessed. This includes information on any updates to the course syllabus, any new modes of interacting, and your expectations for the rest of the term:

1. What is essential to keep? What do you want to assess and how? What assessment scheme is now in place?
2. Be flexible. Some students may need more time to complete assignments. Keep in mind any accommodation needs of students in your classes.
3. Communicate! Create opportunities for dialogue on Zoom and discussion forums. Students might feel isolated, and we want them to continue to participate in course activities.
4. Use Moodle to move teaching and learning activities online during course suspension. <https://lthelp.yorku.ca/moving-courses-online>

Technical assistance with Moodle: <https://lthelp.yorku.ca/moodle>

**Webinar at 2pm daily to support your move online with Moodle:** <https://yorku.zoom.us/s/227822474>