



Teaching Online Prep Program – Summer 2016

Overview

Teaching Online Preparation Program (TOPP) is a 6-week online program for instructors who will be teaching online for the first time or are looking for ways to improve current practices. You will learn, create and collaborate while immersed in an online learning environment — the best way to understand this mode of instruction and to design an online course for your students.

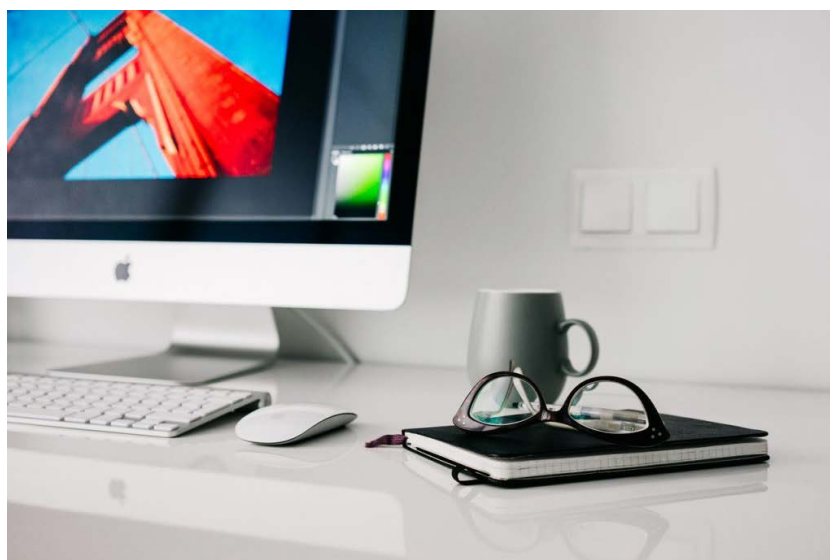
WHEN June 20, 2016 to July 29, 2016

WHERE Online, Asynchronous

WHO Any Kapi'olani CC instructor planning to teach online or wishing to redesign an existing online course

HOW does it work?

1. Identify an online course you would like to develop and the semester it will be taught. (Spring 2017 or later recommended.)
2. Since the TOPP Program is entirely online and asynchronous, we recommend that participants have at least the basic computer skills (copy/pasting, opening multiple browsers, using the Internet, uploading/downloading files, etc.) and have teaching experience. **Please submit your teaching and technology skills info and an online course proposal.** *Deadline to submit your application is Friday, May 6th and we will notify you by May 13th.*
3. The program will require a significant commitment of time and effort. Participants are expected to spend 6 to 15 hours per week learning and participating, but the actual amount will depend on your skill level and experience. If you need assistance, the CELTT staff will be available to work with you as a team, online or in person, to ensure that you end up with a viable online course.



Learning Outcomes

After participating in the TOPP Summer 2016, a learner will be able to:

1. Identify and explain the pros and cons of online teaching.
2. Identify effective pedagogical strategies for online teaching.
3. Identify key federal, state, and ACCJC requirements in distance education.
4. Create a Lulima course site that promotes learning.
5. Design effective student-centered learning activities to address different learning styles.
6. Integrate Web 2.0 tools to enhance a Lulima course site.
7. Identify and implement accessibility and copyright.
8. Design and develop methods to build a learning community.
9. Demonstrate basic facilitation skills in an online classroom.

Tentative Schedule

Week	Dates	Topics
1	6/20 - 6/26	Introduction to teaching online Important rules & regulations
2	6/27 - 7/3	Planning the weeks/modules & activities
3	7/4 - 7/10	Lulima's core & communication tools
4	7/11 - 7/17	Developing the content
5	7/18 - 7/24	Assessment tools Enhance with Web 2.0 tools
6	7/25 - 7/31	Building a learning community Facilitation skills
*	10/31/2016	Complete at least 1/2 of your online course for review

*At the end of 6 weeks, our goal for your online course is to have at least two weeks/modules of content completed. In the weeks following TOPP, you will continue to build your online course and share it with CELTT for review and further assistance prior to and during implementation.

Apply Online by Friday, May 6th, 2016

Kapi`olani Community College
Center for Excellence in Learning, Teaching and Technology
4303 Diamond Head Road
Honolulu, HI 96816

Contact: Helen Torigoe, htorigoe@hawaii.edu

Kapi`olani Community College



4303 Diamond Head Road
Honolulu, Hawai'i 96816
Phone: (808) 734-9000

An Equal Opportunity, Affirmative
Action Institution Accredited by ACCJC

Groups



Administrative Staff Council
active 2 days ago



Sustainability Committee
active 5 days, 22 hours ago

Events

Teaching Online Prep Program - Summer
2018
05/21/2018 - 07/13/2018

Site Map

Forms
Departments
AGOs
Committees
Training
Policies and Plans
Groups
Tools