

Facilitating Online Learning Communities™

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Overview

This document contains information specific to the course. For general information on PLS Classes including our academic integrity policy and more, please visit this URL: PLSClasses.com/our-courses/syllabi.

Course Description

Facilitating Online Learning Communities is an online course that focuses on the principles and best practices of successful online facilitation on any learning platform. Participants will practice specific online communication skills with multiple tools, manage assessments and feedback appropriately, analyze and solve problems, and create a plan of action for teaching their next online course. This course includes strategies to engage diverse learners, support various learning styles, and handle conflict constructively in the online learning environment. Through class activities, collaboration with colleagues, and dedicated coaching from the course instructor, participants will gain the necessary tools to nurture a reflective online learning community.

Course Materials

For on-site and remote learning courses, each participant will receive a folder of materials along with access to digital materials. Upon registration, participants may choose to receive a printed participant manual in addition to the digital version.

Participants will receive access to digital materials prior to the first day of class. For remote learning classes, printed materials will be sent to the participant's provided address. For on-site classes, printed materials will be distributed on the first day of class.

Online class materials will be accessible through the learning management system (LMS).

Course Outcomes

Upon completion of this class, the learner will be able to:

1. Examine and respond to the challenges and benefits of the online learning environment.

2. Solve typical technical problems and direct participants to appropriate support resources as needed.
3. Use positive phrasing, needs-benefit statements, supporting statements, and empathy statements in online communication.
4. Develop a personalized communication plan for use in daily online facilitation.
5. Construct student-centered feedback incorporating approval statements.
6. Diagnose discussion forums, determining the most appropriate facilitator response.
7. Utilize best practices in moderating blogs, wikis, and synchronous chats.
8. Integrate community-building strategies throughout the course.
9. Anticipate and solve problems that typically arise in collaborative small groups.
10. Utilize rubrics and exemplars to grade multiple types of assignments.
11. Compose appropriate feedback for all assessments through the gradebook and messages.
12. Adapt his/her online teaching style (vocabulary, assessments, course organization) to meet the needs of participants' various learning styles.
13. Analyze how cultural differences impact behavior and learning in an online environment.
14. Apply verbal skills and other strategies to resolve conflict online.

Course Topical Outline

	List of Concepts
Preparing to Teach the Course	Roles/expectations; security, legal, and technical issues; communication plan; tone/voice.
Communicating with Students	Needs/benefit statements; empathy; support, approval; and neutral correction
Enriching Online Discussions	Diagnosing and deepening dialogue in forums and blogs

Developing a Learning Community	Community building; collaboration tools and tips
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Course Portfolio Assessments

Correlations to Course Outcomes and Institutional Outcomes

Throughout the course, the learner will be assessed and evaluated on the completion of the following assessments. Participants will complete a course project designed to strengthen professional practice and extend knowledge related to the specific content of the course. This project is divided into multiple grade activities to be completed throughout the term.

Additional learning activities include whole-group and small-group discussions and assessments for a total of 131 points.

Course Portfolio	Pts.	Correlations to Course Outcomes
Module 1: Preparing to Teach the Course	25	1, 2, 4
Module 2: Communicating with Students	30	1, 2, 3, 4, 5, 6, 7, 8, 11, 12, 13, 14
Module 3: Enriching Online Discussions	20	1, 2, 3, 6, 8, 9, 10, 11, 12, 14
Module 4: Developing a Learning Community	25	2, 3, 4, 6, 7, 8, 9, 11, 14
Course Project	31	1, 8, 12
Course Total	131	

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Additional Information

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