

CELT Getting to 5 on “Well Organized” on your Course Evaluations

❖ **Structure:**

- Class period structure- 4 part lesson plan (Sarah Marshall, Sharon Bowman)
 - Identify “most important concepts” for this class period
 - 4 parts:
 - 1 pm – 1:05 pm **Connect:** connect past learning with present or introduce what you are about to learn
 - 1:05 – 2:05 **Teach:** direct instruction
10 minute chunks, with 1 minute breaks to teach to partner, think pair share, write down everything you can remember, draw a concept map, or otherwise use the information.

5 Minute Break

- 2:10 – 2:50 **Practice:** apply/use what you have learned
- 2:50 – 3:00 **Conclusion:** summarize or evaluate what you have learned
- See also Sarah Marshall’s handouts from fall 2016 faculty summit
- Example: Before and after
- Benefits:
 - Predictable routine for students
 - Students engage more quickly
 - Improved class management
 - Helped me see what was missing in a class period

➤ Course structure- class schedule

- Example:

Class schedule: OT 523 – Clinical Kinesiology - Fall 2016

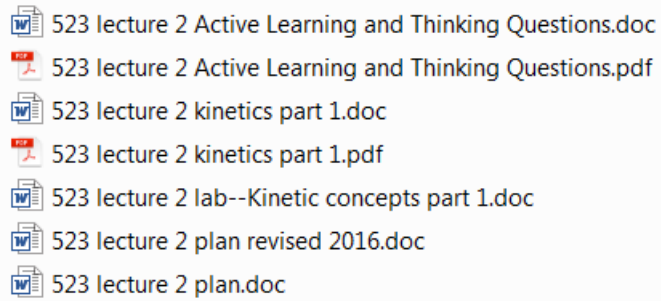
The schedule and assignments are subject to change to better meet course objectives at the discretion of the instructor.

BB Folder	Date	Topic	Readings/Assignments due
Wk 1	8-29	Introduction to Kinesiology Kinematics	<ul style="list-style-type: none"> • Neumann ch.1, pp. 1-11 • Reading Guide #1 due Wednesday at 1 pm
	8-31	Kinetics Functional Biomechanics exercise pt. 1	<ul style="list-style-type: none"> • Neumann ch. 1, pp. 11-27; ch. 4, pp. 77-96 • Reading Guide #2 due today at 1 pm
Wk 2	9-5	No class – Labor Day!	
	9-7	Kinetics Functional Biomechanics exercise pt. 2	<ul style="list-style-type: none"> • Online discussion: initial post due 9-5-15 and 2 or more replies due 9-7-15

- Benefits:
 - One stop shop for students
 - Helps me organize blackboard

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- Instructor computer file structure:
 - Folder for each class
 - Subfolders for things used less often (exams, quizzes, course projects, student evaluations, etc.)
 - Naming convention for files to (1) keep like things together and (2) keep things in sequence:
 - [Course number] [type of file] [sequence number or YYMMDD] [description]
 - Example:



523 lecture 2 Active Learning and Thinking Questions.doc
523 lecture 2 Active Learning and Thinking Questions.pdf
523 lecture 2 kinetics part 1.doc
523 lecture 2 kinetics part 1.pdf
523 lecture 2 lab--Kinetic concepts part 1.doc
523 lecture 2 plan revised 2016.doc
523 lecture 2 plan.doc

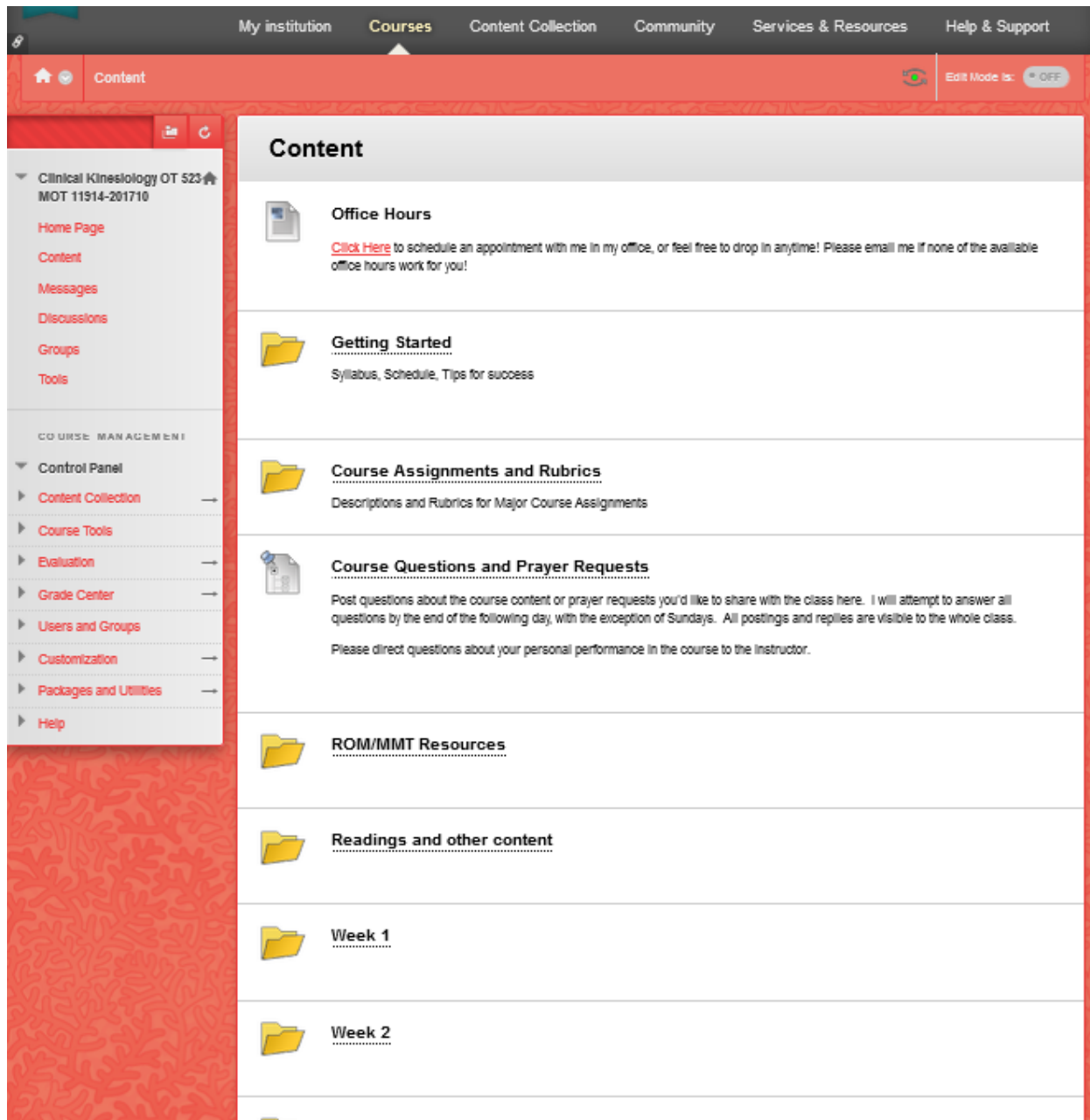
❖ **Communicating to students what is most important**

- Methods:
 - Amount of time in class
 - Lab activities
 - Plickers or other student response systems
- Each of these is tied to the “most important concepts” in lesson plan
- Examples: before and after

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❖ Blackboard as a communication tool

- All assignments and rubrics (nothing handed out in paper form)
- Course messages (keeps me organized)
 - Need to change (and have your students change) notification settings. See “5.2. Change Notification Settings” in HelpSpot at <https://helpspot.cuw.edu/helpspot/>
- Change color of background in Bb for each course
- Consistent structure within a program may be helpful



The screenshot displays the Blackboard interface for a course titled "Clinical Kinesiology OT 523" (MOT 11914-201710). The top navigation bar includes "My institution", "Courses", "Content Collection", "Community", "Services & Resources", and "Help & Support". The main content area is titled "Content" and features a sidebar on the left with navigation options: Home Page, Content, Messages, Discussions, Groups, Tools, and a "COURSE MANAGEMENT" section with links to Control Panel, Content Collection, Course Tools, Evaluation, Grade Center, Users and Groups, Customization, Packages and Utilities, and Help. The main content area lists several items:

- Office Hours**: A document icon with a link to schedule an appointment.
- Getting Started**: A folder icon containing Syllabus, Schedule, and Tips for success.
- Course Assignments and Rubrics**: A folder icon containing Descriptions and Rubrics for Major Course Assignments.
- Course Questions and Prayer Requests**: A document icon with instructions for posting questions and prayer requests.
- ROM/MMT Resources**: A folder icon.
- Readings and other content**: A folder icon.
- Week 1**: A folder icon.
- Week 2**: A folder icon.

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❖ **Practice time:**

Take one class period from the upcoming semester, and create the following for it:

- **Most important concepts** for this class period:

- 4 parts:

- **Connect:**

- **Teach:**

- **Practice:**

- **Conclusion:**

Plickers
Lesson plan reveal