

CONNECTING STUDENTS

Creative Course Delivery
Toolkit Training #6

Welcome to Connecting Students!

Remote Participants:

- Please mute your audio
- You may keep your video on or turn it off – your choice!
- A moderator will be monitoring the chat for questions

In Person Participants:

- Wear a mask!
- Remain socially distanced (6 ft) from others in the room
- Raise your hand if you have a question

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This workshop:

- is an overview of resources & best practices
- filled with ideas you can use in your courses
- includes technology demonstrations

This workshop is not:

- hands-on
- a comprehensive course redesign
- prescriptive (use what makes sense & discard the rest!)

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Academic Continuity Team (ACT)

Cyberlearning	Institute for Teaching and Learning	Information Technology Customer Service
Jessica Chill	Hillary Fuhrman	Rosalyn Donaldson
Joe Alberti	Cary Wecht	Sharyn Zembower
Stephanie Adams	Alison Kaufman	

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Academic Continuity Team (ACT)

- Resource Toolkit
- Trainings & Webinar Recordings
- One-on-One ACT Consultations
- Technology Guides

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Outcomes:

I want my students to **WORK ON GROUP PROJECTS.**

I want **STUDENTS TO CONNECT WITH EACH OTHER.**

I want my **STUDENTS TO KNOW HOW TO REACH ME.**

I want to **CONNECT STUDENTS TO SUPPORT ON CAMPUS.**

GROUP PROJECTS

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I WANT MY STUDENTS
TO WORK ON GROUP
PROJECTS.

GROUP PROJECTS

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Collaborative learning is empirically linked to student engagement, and ultimately learning and success.

(NSSE)

GROUP PROJECTS

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Students have a mix of experiences with & perceptions about group work.

[5 Reasons I Hate Group Projects](#) for a student perspective.

But learning to work effectively in groups is an essential skill for students' futures. ([Riddle, 2016](#))

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DESIGNING THE ASSIGNMENT

- Only use groups if:
 - An assignment requires multiple people/diverse opinions; or
 - It leads to greater engagement
- Create clear outcomes, tasks, and assessments.
 - Share rubrics.
 - Consider dividing the task up into smaller graded steps and estimating the time/effort required for each stage.

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INTRODUCING THE ASSIGNMENT

- For online students in particular, introduce the project early, students will likely require greater levels of coordination and scheduling.
- Be sure to let students know how the presentation will be happening (live via Webex or recorded), to give time for them to gain access to appropriate technology.

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SET EXPECTATIONS

- Create interdependence
 - Create roles (i.e. note taker, primary contact)
 - Require discussion/varying perspectives
- Stress individual accountability
 - Assess individual contributions – self-assessment, journal reflections, peer critique

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GROUP SIZE

- Typically 3-5 students
 - Pairs can be useful, but isn't a small group
 - Groups larger than 5 become more difficult to manage
 - Larger groups may create more space for people to not participate

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GROUP CONFIGURATION

- Students like to pick their own groups, but that may exclude those who are less connected
- Could do a hybrid where you set guidelines for self-selected groups – i.e. must have at least 2 different majors

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GROUP CONFIGURATION

- If assigning groups:
 - Create teams that balance strengths
 - Consider schedules/access
 - Lay the foundation for students connecting – consider **Breakout Groups** in Blackboard

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<https://youtu.be/D4dudLGevhw>

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TEACH TEAMWORK SKILLS

- Allow time for students to get to know each other
- Ask groups to share:
 - Contact information
 - Communication plan
 - Responsibilities
 - Work Schedule
 - How they will constructively handle problems

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Set Expectations for Students by Sharing Resources on How to Work in a Group:

- [Tips for Participating in Group Work & Projects Online](#)
(Drexel University)
- [Group Writing](#) (UNC-Chapel Hill)
- [Teamwork Skills: Being an Effective Group Member](#)
(University of Waterloo)

Team Contract Template

Team Name:

These are the terms of group conduct and cooperation that we agree on as a team.

Participation: We agree to...

Communication: We agree to...

Meetings: We agree to...

Conduct: We agree to...

Conflict: We agree to...

Deadlines: We agree to...

Team Member's Name	Team Member's Signature

Editable Group Project Tools
from the Eberly Center

Team Contract Template

<https://www.cmu.edu/teaching/design/teach/design/instructionalstrategies/group-projects/tools/index.html>

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INTRODUCE TECHNOLOGY OPTIONS

- Let students know about the technology they have access to for group work/collaboration:
 - Microsoft Teams
 - Onedrive & Office 365 Tools (e.g. OneNote)
 - Blackboard Collaborate
 - Webex Meetings & Teams

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Power of One: OneDrive & OneNote



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GIVE SUPPORT & FORMATIVE FEEDBACK

- Create check-in points along the way for groups
- Give feedback when you see them working well as a group or areas they can improve
- Be available to respond to troubles that may happen in a group
 - Students being unavailable or dropping out, etc.

QUICK
BREAK

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I WANT MY STUDENTS
TO CONNECT WITH
EACH OTHER.

STUDENTS CONNECT

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FACILITATING OUT OF CLASS CONNECTION

- Students who will not be attending face-to-face will miss some of the “organic” connecting/peer learning that happens in the course
- In our past sessions, we’ve reviewed ways to connect students during your class... we’re going to focus on how you can connect students beyond course time

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MAKING STUDENTS AWARE OF TECHNOLOGY

Let students know the collaborative and video-conferencing software that is available to them for free:

- Webex
- Blackboard Collaborate
- Microsoft Teams
- Onedrive & Office 365 Tools

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DEMONSTRATION: MICROSOFT TEAMS

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ENCOURAGE STUDENTS TO INTRODUCE THEMSELVES

Create an **INTRODUCTION DISCUSSION BOARD** for students to introduce themselves to the rest of class. Have students include a photo and information about their hobbies or interests.

Have students respond to the other posts.

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LET STUDENTS SHARE CONTACT INFORMATION

Create guidelines for students to share their contact information with each other.

For example, maybe you create a **STUDY GROUP DISCUSSION BOARD** where students can express interest in joining and share their email/Webex room.

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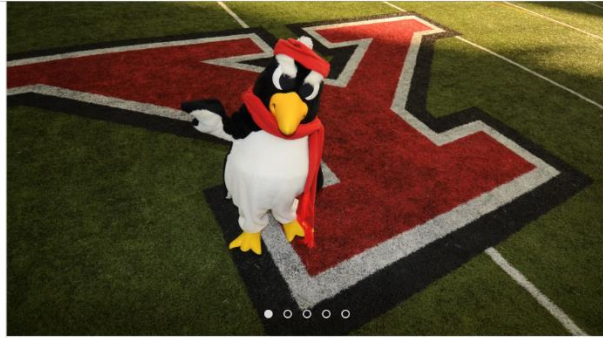
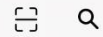
DEMONSTRATION:
MESSAGING IN
BLACKBOARD

STUDENTS CONNECT

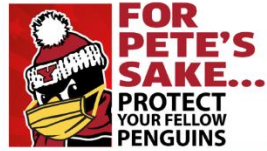
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CONNECT TO ACTIVITIES ON CAMPUS

- Encourage students to download the [YSU App](#) for event calendars, how to join a student organization, rec center hours, etc...
- A lot of in-person events will be put on hold this year, but things are still happening virtually!



FEATURED THIS MONTH



YSU COVID-19



Student Counseling



Blackboard



Y CARD

STUDENT LIFE



Services



Penguin Portal



Search



Actuarial Science Club

Description:



Advertising Club, YSU

Description:



African Student Union

A student organization of YSU students from Africa, of African descent or with interest in African Culture



Alpha Epsilon Delta

Description:



Alpha Kappa Alpha Sorority, Inc. (Delta Delta)

Description:



Alpha Lambda Delta

Description:



Alpha Omicron Pi Sorority (Phi Lambda)

Description:



Alpha Phi Delta Fraternity (Beta Omicron)

Description:



Alpha Psi Omega: Eta Phi Chapter

Description:



Alpha Xi Delta Sorority (Theta Upsilon)

Description:



Amateur Radio Club

Description:



American Chemical Society YSU Student Chapter

Description:



American Dental Hygienists' Association (YSU Student Chapter)

Description:



American Foundry Society YSU Chapter

Description:



American Institute of Aeronautics and Astronautics Youngstown State Branch

Description:



American Institute of Chemical Engineers

Description:



American Institute of Professional Geologists (YSU Chapter)

Description:



American Marketing Association - YSU Chapter

Description:



American Medical Student Association

Description:



American Sign Language Club

The YSU app includes a clickable database of all student organizations – including contact information and how they can get involved.

These are updated to feature relevant information for students.

Community

Campus

 ALL CHANNELS

 STUDENT FEED

 BUY & SELL

 LOST & FOUND

 HOUSING

 NEWS

 RIDE SHARING



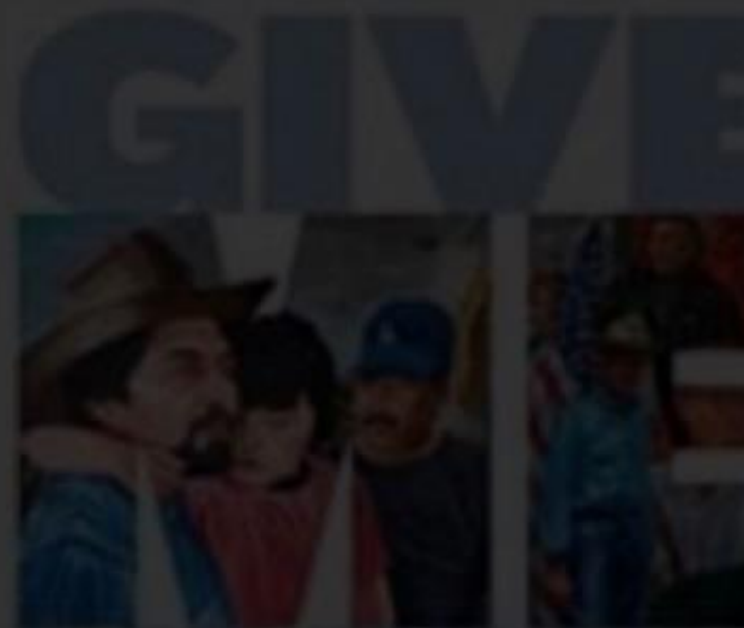
Student Feed



What's on Your Mind?

There is also a wall that is actively used by students to find textbooks, look for roommates, find ride sharing, etc...

is anyone selling this book? Thanks



QUICK
BREAK

REACH ME

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I WANT MY STUDENTS
TO KNOW HOW TO
REACH ME.

REACH ME

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In-person -- communication happens informally before, during, and after class...

Important to be proactive in online environments and to let your students know how and when to reach you

REACH ME

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Include in your syllabus & on Blackboard:

1. Your preferred contact method
2. Your availability
3. How you will be primarily communicating
4. Office Hours – time & modality

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ESTABLISH EXPECTATIONS FOR YOUR AVAILABILITY!

You should not need to be online 24/7 – instead
establish expectations and routines and
communicate those to your students

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BEST PRACTICES: AVAILABILITY

ACUE, 2020

- Schedule your online time & create a regular schedule
- Be available at high traffic times!
 - Students are likely going to be online around deadlines – try to be present to answer immediate questions!

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BEST PRACTICES: AVAILABILITY

ACUE, 2020

- Communicate your availability – this helps manage their expectations for a response!
 - Consider setting up an automatic reply for the hours you are not online.
 - Suggest students post their question to a Q&A discussion board

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DEMONSTRATION:
INTEGRATION OF WEBEX INTO
BLACKBOARD & OFFICE HOURS

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Information Technology Services - Customer Services

Select service

Appointment to Pick-up/Drop-off Loa... 10 minutes

Appointment to Pick Up/Drop Off YSU... 10 minutes

Select time

< > July 2020

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Select a service and date to see available times.

Add your details

Name

Email

Phone number (optional)

Address (optional)

Please let us know if you have any special requests. Thank you.

Notes (optional)

Book

Maag Library, Room 406 C • 330-941-1595 • <http://ysu.edu/>

Microsoft Bookings

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MICROSOFT BOOKINGS

- Create an account and service (meeting purpose)
- Set your schedule of availability
- Publish a link to your Bookings calendar

www.book.ms

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BEST PRACTICES: AVAILABILITY

ACUE, 2020

- Provide a response to student inquiries within 24 hours
 - Online learners are managing their time carefully, and timely responses are important
 - If it will take longer for you to respond, let students know within 24 hours when they can expect a more detailed response

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DEMONSTRATION: SETTING
UP AN AUTOMATIC REPLY IN
YOUR EMAIL

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I WANT TO CONNECT
STUDENTS TO SUPPORT
ON CAMPUS.

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Alumni with a professor that “cared about them as a person” are:

- More engaged in their work
- More emotionally attached to their alma mater
- Experience higher levels of wellbeing

Matson & Clark, 2020

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Being in an online environment may make it particularly difficult for students to establish a caring relationship with a faculty and/or staff member and to connect to support services on campus.

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If you have a student who is considering withdrawing from YSU, is overwhelmed by a family/personal situation, displays unhealthy patterns of behavior, or is hospitalized/experiencing serious illness, you can use the:

[YSU Person of Concern Referral Form](#)

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SAFE RETURN TO THE CLASSROOM WITH COVID WEBINAR

Tuesday, August 4th, 1-3:30P RSVP

Topics:

- For Pete's Sake campaign
- Syllabus Statements
- Handling students who don't follow guidelines
- Student accommodations

YSU COVID Information

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Service Desk

Email to Ticket: servicedesk@ysu.edu

Support Portal: www.ysu.edu/ITHelp

Phone: (330) 941-1595

Technology Loans

[Request Loaner Equipment](#)

Laptops, Webcam, Mobile Hot Spot

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QUESTIONS ABOUT RECORDS/REGISTRATION,
FINANCIAL AID, or BILLING:

Direct students to contact the Penguin Service Center at 330-941-6000.

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CONNECTING TO ACADEMIC SUPPORT

Utilize YSU's Early Alert Reporting System (EARS) to connect students to academic support.

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ALL PROVIDING ONLINE SERVICES:

- Center for Student Progress
- The Writing Center
- Math Assistance Center
- Maag Library

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FOOD SECURITY

The Penguin Pantry is open & available for free for student use. You can direct students to the [Penguin Pantry website](#) for updated hours and procedures.

Penguin

PANTRY



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MEDICAL HELP

Wick Primary Care is available to meet YSU students' basic health needs. Several services are offered for free (included in students' health fee).

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STUDENT SERVICES AT NO COST (INCLUDED IN STUDENT HEALTH FEE) :

- Diagnosis and treatment of minor injuries and administration of first aid within the office
- Continuation of allergy shots, administered if serum and written instructions are provided by an allergist
- Nutritional diagnosis and counseling
- Orthopedic evaluation of injuries to bones, muscles, and joints within the scope of a primary care practice
- Dermatological problems
- Initial diagnosis and need for simple physical therapy
- Wellness and prevention care: physicals, gynecological services
- Illness care
- Point of care tests including urinalysis, rapid strep, rapid flu, hemoglobin, Glucose, A1C, Fecal Occult Blood Testing, urine pregnancy test
- Immunizations which shall only include TDAP, Hepatitis B, and TB skin test
- Minor procedures
- Expanded services include access to walk-in care for acute needs, psychiatric services by appointment, free access to MyChart, access to online scheduling

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Mental Health Services

Student Counseling Services offers free short-term counseling for YSU students, and refers students if needed.

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CRISIS INFORMATION

Crisis Text Line: Text "Start" to 741741 to get help now.

National Suicide Prevention Number 1-800-273-8255

Help Network of Northeast Ohio 1-800-427-3606

(330) 747-2696: 211

Help Network of Northeast Ohio has information on a **Suicide Survivors Support Group**.

Download the Virtual Hope Box App for Apple & Android Devices



MORE SELF-HELP SMARTPHONE APPS

- Stop, Breathe & Think (iPhone and Android)
- Calm (iPhone and Android)
- Sanvello (iPhone and Android)
- Mindfulness Daily (iPhone only)

<https://ysu.edu/student-counseling-services>
is full of other useful resources to help
support students' health.

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If one of your students communicates being a victim of sexual assault, stalking, dating violence, domestic violence, sexual exploitation, sexual harassment, sex/gender discrimination, pregnancy discrimination, or any related issue:

[Title IX Reporting Form](#)

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If you are unclear of how to support a student/what resources are available check out the following resource created by the Division of Student Experience:

[Helping Our Students Guide](#)

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