**WILMINGTON UNIVERSITY**

**Personalize Your Template Syllabus**

**COURSE TITLE:**

Personalize Your Template

**PRE-REQUISITES:**

Canvas Basics and Advanced

HOT

**CONTINUING EDUCATION UNITS: 25**

1. **COURSE DESCRIPTION:**

The Personalize Your Template (PYT) Training Course is a three week online, self-paced course as a follow up to the Hybrid and Online Learning (HOT) course for faculty interested in learning more advanced technologies to enhance their course templates. During the course, instructors will work independently and collaboratively to investigate and apply high-tech, high-touch approaches using more advanced technologies in their upcoming live course to be taught in the next block.

1. **COURSE OBJECTIVES:**
* Distinguish the importance of personalizing your course
* Discover the best practices and tools that can be used to personalize your course
* Select more advanced technologies to enhance online courses
* Select a tool and a best practice to develop an implementation plan
1. **COURSE GOAL** The goal of **PYT** is to provide you with a high-tech, high-touch approach in order for you to use more advanced technologies to enhance your online classes.

**\*All activities must be finished by the end of the training course to be marked complete on the Pathways to Instructional Excellence and for the instructor to receive a Snagit license.**

1. **TRAINING COURSE OUTLINE**

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| Module | Activities |
| **Module 1** will focus on customizing a course with a welcoming home page and a learner-centered syllabus. | * Prepare to Teach Online
* How to Make a Home Page Welcoming
* Create a Welcoming Home Page
* Learner-Centered Syllabi
* Create a learner-Centered syllabus
* Wilmington University Teaching Expectations
* WilmU Teaching Expectations Digital Breakout Challenge
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| **Module 2** teaches you how to use multimedia to enhance course content and increase your presence. You will learn how to use extraordinary tools such as SnagIt, Kaltura, VoiceThread, and Zoom Meeting. | * Enhancing Course Content with Multimedia
* Kaltura Media Tools
* Personalizing Your Introduction
* How to Use Kaltura to Record Your Personal Introduction
* Create a Personalized self-Introduction
* SnagIt
* How to Use Snagit Capture Tool
* ShareX Capture Tool
* Snipping Tool in Windows
* Embedding Images in Canvas
* Create Screenshots
* Using VoiceThread in Your Course
* VoiceThread Comment about Using Multimedia Tools in Canvas
* Zoom Meeting
* Teaching with Zoom
* Attend Zoom Meeting
* Zoom Meeting Quiz
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| **Module 3** reviews VOCAL (Visible, Organizational, Compassionate, Analytical, Leader By-Example) as a best practice for online instruction. | * Best Practices for Teaching
* Being VOCAL
* VOCAL in Canvas
* VoiceThread about Leading by Example
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