Logbook

SECONDARY

**DISSEMINATING**

Module 1: Teaching synchronously online: methods and tools



Logbook

Module 1  
Teaching synchronously online: methods and tools

Objectives of the module

* Understand and adapt to synchronous distance learning.
* Prepare a synchronous distance learning course.
* Deliver a distance course.
* Give an appraisal and provide follow-up on a distance course.

Section: Preparing a distance course

Before entering your virtual classroom, have you thought of everything?

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| **Educational practices** | **Yes** | **No** |
| My learning objective has been stated. |  |  |
| My teaching resources are suited to my clientele. |  |  |
| I plan short class periods with explanations that don't exceed 20 minutes (explicit teaching). |  |  |
| I ask my students questions. |  |  |
| I anticipate time for feedback. |  |  |

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| **Supervision** | **Yes** | **No** |
| My expectations are clear and explicit (use of chat, camera, microphone, etc.). |  |  |
| My virtual class rules are set. |  |  |
| During my class, I anticipate some time for student collaboration. |  |  |
| I check the attendance of my students and inform the parents if necessary. |  |  |

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| **Technologies** | **Yes** | **No** |
| My virtual space has been explained to the students. |  |  |
| My equipment is operational (computer, headset, microphone, camera, etc.). |  |  |
| The resources offered to students are operational. |  |  |

Section: Distance course assessment and follow-up

You’ve just completed your course, you may be satisfied with it or you may have encountered pitfalls. As in a conventional classroom, things aren't always perfect, it can happen in a virtual class as well.

Now take stock of what you've done well, and of the things that you would like to improve.

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| What went well: |  |
| What I need to improve: |  |
| What I forgot: |  |
| Things that make me proud: |  |