

F2F to Online Course Translation Table

	Face to Face	Online	Tools to Use for Online Transition
Asynchronous lecture	Instructor stands at front of classroom and delivers lecture.	Instructor records her/himself lecturing and/or presentation for students to view later.	<ul style="list-style-type: none"> • Zoom recording • YuJa recording • Camtasia recording • SnagIt recording
Synchronous lecture	Instructor stands at front of classroom and delivers lecture.	Instructor and students have a virtual meeting in real time.	<ul style="list-style-type: none"> • Zoom meeting • YuJa Lecture Capture
Written content delivery	In class handouts, PowerPoints, etc.	Instructor uploads files to D2L in various forms: PowerPoint, Word, Images, PDFs, screencasts, etc.	<ul style="list-style-type: none"> • Microsoft Office Suite • Adobe Acrobat DC • SnagIt
In class discussions	Instructor poses prompts/questions to facilitate class discussion.	Instructor posts prompts/questions in D2L discussion board and students respond in writing.	<ul style="list-style-type: none"> • D2L discussion boards • Zoom meeting • YuJa recording with comments enabled
Communicating with students	Instructor gives overviews, reminders, & housekeeping info to students during class meetings.	Instructor posts announcements in D2L. Instructor uses due dates for assignments that appear on the D2L course calendar. The instructor emails the class when appropriate.	<ul style="list-style-type: none"> • D2L announcement tool • D2L calendar • APSU email
Written assignments	Students hand in written papers in class.	Students upload documents to a dropbox.	<ul style="list-style-type: none"> • D2L dropboxes • Turnitin for academic integrity & feedback
High stakes exams (midterm/final)	Students sit in classroom and complete exam.	Students complete quiz in D2L.	<ul style="list-style-type: none"> • D2L quizzes • Examity for testing integrity
Low stakes testing	Students sit in classroom and complete quiz/test.	Students complete quiz in D2L.	<ul style="list-style-type: none"> • D2L quizzes
Student presentations	Students present to class using a projector in the classroom.	Students share their computer screen to show their presentation while talking to the class.	<ul style="list-style-type: none"> • Zoom recordings or meetings • YuJa recording
Small group work	Students sit together in groups to have discussions or complete work.	Students participate in D2L discussion boards. Students are assigned to groups in D2L to communicate and complete work. Students go into breakout rooms during a Zoom meeting to have small group discussions.	<ul style="list-style-type: none"> • D2L discussion boards • D2L assigned groups • Zoom meetings with breakout rooms