Today's Session Description

- Engaged students are more likely to COMPLETE! Discover some tips to increase learner engagement, get all of your program instructors and online courses "on the same page," and use the BEST elements of competency-based education in your traditional 3 credit hour semester length online courses.

So What is CBE and how does it differ from traditional online learning?

- Instruction, Assessment, Grading, Reporting
- Advance based on Mastery rather than seat time
- Changes the role of the faculty member
- Explicit, measurable objectives
- Includes pre-assessment
- Competency-based assessments
- Assessments embedded throughout the course
- Real-time information on progress
- Timely, differentiated support
- Works well for a variety of students

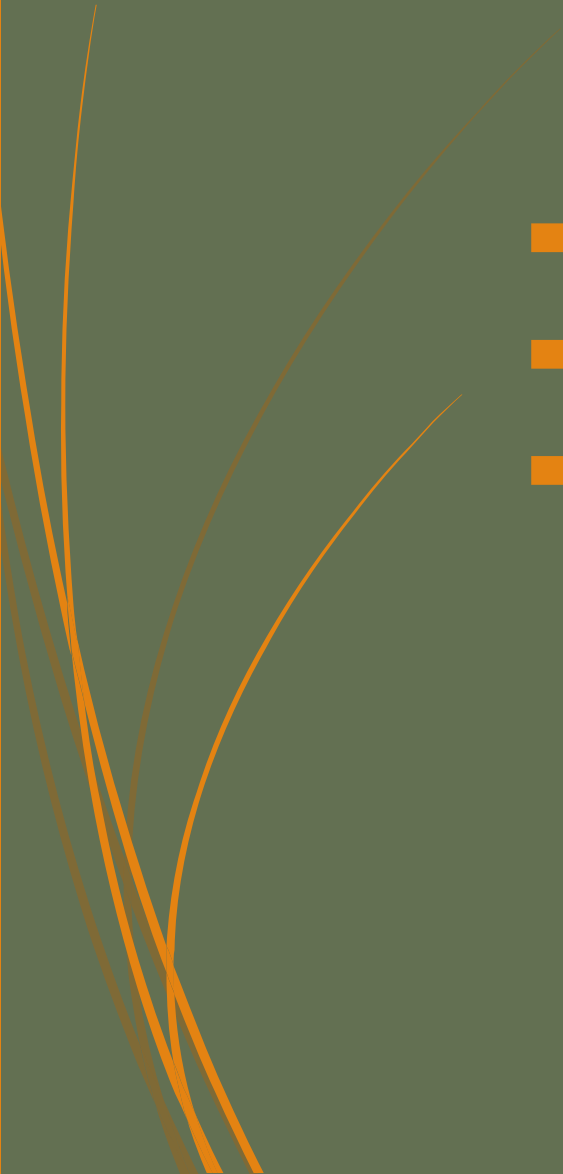# How did we integrate CBE elements into our courses?

- 3 credit hour courses
- 8 or 15 week options
- Start with the end in mind
- Create mastery assessments FIRST
- Curate content
- Include a Capstone Project in each course

CBE alone does not engage students!

- If Students are not engaged, they aren't learning!
- Learning improves when students are interested
- Engagement doesn't mean entertainment

Increasing Learner Engagement

I DIDN'T COME THIS FAR TO ONLY COME THIS FAR.

➡ Most students who enroll in a CBE course or program start out excited, motivated, and ready to learn.

➡ Within a few weeks enthusiasm can start to wane - bad news for students and the college!

Student-to-Student

Faculty-to-Student

Student-to-Faculty

Student-to-Content

What Type of Engagement Worked Best for Us?

~~Student-to-Student~~

Faculty-to-Student

Student-to-Faculty

Student-to-Content

Tips for Increasing Learner Engagement

- Know your students
- Don't frustrate them from the start
- Be there!
- Let them know you are checking up on them
- Give them lots of opportunities for success
- Provide lots of feedback, both positive and negative
- Add some humor
- Give them something "extra"
- Train your instructors

COURSE CONTRACT

- Name, Address, Best contact phone number,

- Where do you work and what is your position in the company?

- Please acknowledge your understanding of the following by selecting "YES." If you do not understand any of the following, contact your instructor immediately.

1. I have reviewed the syllabus and understand the course policies and grading procedures.

2. I have reviewed the Due Dates-Class Outline document and understand how many units I should complete each week.

3. I have viewed the orientation and welcome videos to understand how to proceed with the course.

4. I understand that copying from websites or collaborating with other students on tests is not permitted. Sharing work with other students or plagiarizing from the text or other sources will result in failure of the course.

5. I understand that I must complete 4 mastery assessments and a capstone project for grading.

6. I understand that the Capstone Project is a course requirement and must be submitted in order to pass the course.

Keep Navigation Simple

31450 (2017FA Supervision (BMGT-1301-31450))

Start Here

Instructor Contact

Syllabus-Due Dates-Course Contract

My Grades

Tools

Unit 1

Unit 2

Unit 3

Unit 4

Capstone Project

End of Class Survey

Clear Instructions

Supervision
BMGT 1301

Course Welcome Video

Fast Track Orientation Video

This orientation video describes the various features of Fast Track classes including the navigation and layout of the content you will encounter. Select the link above to access the video.

Be Organized

FAST TRACK BUSI 1301: BUSINESS PRINCIPLES

DUE DATES AND CLASS OUTLINE (8 WEEKS)
Items in bold are graded.

Due Dates (due by 11:59 p.m. unless otherwise noted)	Activity/Assignments	Check When Completed
1/16 – 1/20	Week 1	
	Review *Getting Started* section in eCampus	
	Review *Syllabus* and *Due Dates-Class Outline*	
	Complete *Course Contract*	
1/21 – 1/27	Week 2	
	Unit 1: Business Functions	
	Complete Unit 1 Pre-Assessment	
	Read Learning Resources: Lessons 1 - 4	
	Complete *Unit 1 Mastery Assessment*	
	Review Unit 1 Video Recap	
1/28 – 2/3	Week 3	
	Unit 2: Business Ownership	
	Complete Unit 2 Pre-Assessment	
	Read Learning Resources: Lessons 1 - 4	
	Complete *Unit 2 Mastery Assessment*	
	Review Unit 2 Video Recap	
2/4 – 2/10	Week 4	
	Unit 3: Business Environment	
	Complete Unit 3 Pre-Assessment	
	Read Learning Resources: Lessons 1 - 3	
	Complete *Unit 3 Mastery Assessment*	
	Review Unit 3 Video Recap	
2/11 – 2/17	Week 5	
	Unit 4: Business Ethics	
	Complete Unit 4 Pre-Assessment	
	Read Learning Resources: Lessons 1 - 3	
	Complete *Unit 4 Mastery Assessment*	
	Review Unit 4 Video Recap	
2/18 – 2/24	Week 6	
	Unit 5: Financial Statements	
	Complete Unit 5 Pre-Assessment	
	Read Learning Resources: Lessons 1 - 5	
	Complete *Unit 5 Mastery Assessment*	
	Review Unit 5 Video Recap	
2/25 – 3/3	Week 7	
	Unit 6: Information Technology	

Be Accessible

Course Information	Instructor Information
College: CVC	
Course title: Supervision	Instructor: Dr. Diane Minger
Semester/Year: Spring, 2019	E-mail address: dminger@dcccd.edu
Course number: BMGT 1301	Office Phone: 972 860-8114
Section numbers: 33449	If you leave a message on my office phone with your contact information, I will always call you back within 24 hours.
Credit hours: 3	Online office hours: Wed and Fri 10:30-1:30
Instructional format: Online	Campus office hours: Mon, Tue, Thu 10:30-1:30
Division Dean: Dr. Ruben Johnson; Phone: 972 860-8161; Location: Cedar Valley College	

Respond in a Timely Manner

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Mastery assessments will be scored by your professor within 24 hours of receipt.

If you do not pass the mastery assessment with at least an 80 percent on the first attempt:
- You will be instructed to review the *Learning Resources* located in eCampus for that unit and try the mastery assessment again.
- Note: You are presented with new questions when you retake a mastery assessment.

If you do not pass the mastery assessment with at least an 80 percent on the second attempt:
- You will be instructed to move to the next unit, OR
- You may be counseled by your professor and a third attempt *may* be granted at the professor's discretion once all other assessments and the Capstone meet mastery level.

It is strongly suggested that you achieve a mastery level of 80 percent before you view the end of unit video and move to the next unit.

Check up on Your Students

- Go beyond the basics of posting brief, weekly announcements

- Know which students are falling behind and reach out

- Use the gradebook to determine who needs congrats and who needs a kick in the pants!

Give Students Many Opportunities for to Practice

Interactive Activities

Give Students Many Opportunities for to Practice

Video Review Quizzes

Give Students Many Opportunities for to Practice

Opportunity to Retest for Mastery

Provide Substantive Feedback

Dear John,

I believe that you can be successful in your academic studies. Participating in class is critical to that success! It's important that you review your course learning materials before taking unit assessments. Be sure to ask questions about subject matter you are having problems with and try to follow the Due Dates Schedule so you don't fall too far behind. Content for Unit Assessments comes not only from the reading material, but also the videos and interactives, so be sure to go through everything and take notes.

There are many resources at Cedar Valley College to aid your efforts to improve academic performance. Some of those resources include the Cedar Valley College Tutoring Center (C206) which offers free tutoring for students. They can be reached by email at tutoringcenter@dcccd.edu or by phone 972-860-2974. You can also visit the tutoring website at: https://www.cedarvalleycollege.edu/services/academic-support/tutoring.

If you have personal concerns or need resources to aid you in being successful, the college is ready to assist you. You may want to contact an academic advisor for other resources. Cedar Valley College Advisors are available Monday-Friday and are located in building L or by calling 972-860-8262. You may also access the website at CVC Academic Advising.

Please reply to this email for more information or consider contacting your advisor for additional resources and suggestions for improvement. Your success is very important to me. I believe that you can be successful in your academic studies and I am here to help. I care about your success!

As yet you have not completed the Unit 2 Assessment. Unit 3 Assessment is due next week. Please take care of this ASAP.

 Sincerely,

Dr. Minger

Provide Substantive Feedback

- **When a student does NOT earn mastery (80% or higher) on an assessment**
Lori, you did not earn mastery here and may review your results in the gradebook by clicking on your score. Then go back for review in the unit learning material paying close attention to XXXX before trying this assessment one more time. Remember you are trying to earn MASTERY which is 80% or higher. Additionally, you will need to read the essay questions carefully and address them in full. If you have specific questions, be sure to contact me.

- **When a student does NOT earn mastery on an assessment a SECOND time**
John, unfortunately you did not earn mastery by achieving 80% or higher on your second attempt at this assessment. View your results in the gradebook by clicking on your score. Then view the end of unit video before moving ahead to the next unit. As you move forward, be sure to pay closer attention to the reading material and videos. Take all of the self-assessments and engage with the interactive learning activities. All of these will assist you in earning mastery. If you have specific questions about a concept, be sure to contact me as I am here to help!

Provide Positive Critiques

Congratulations Jane!

I appreciate your dedication and hard work in the classroom. I especially admire your attentiveness to your collegiate studies. You've demonstrated the type of skills that are necessary to achieve your educational and personal goals. Keep up the good work! Your academic success is important to me!

Sincerely,

Dr. Minger

Provide Positive Critiques

- **When a student earns mastery (80% or higher) on an assessment** Congratulations Amy! You have earned mastery on this assessment and may view your results in the gradebook by clicking on your score. Please view the end of unit video before moving ahead to the next unit. Great work!

- **When a student earns mastery on the last assessment and is ready to move to the Capstone Project** Congratulations Sue! You have earned mastery on this assessment and may view your results in the gradebook by clicking on your score. Please view the end of unit video before moving ahead to the REQUIRED Capstone Project. Remember that the Capstone is required to be submitted in order to pass the course. If you have questions on the project as you get started, let me know. I am here to help!

- **When a student earns mastery on Capstone and Course Mastery** Dear Joe, Congrats on earning mastery on the Capstone Project and mastery in the course by scoring higher than 80% on everything. When the course officially ends, I will be sending out course mastery certificates. Please be on the lookout for that email. Again, congratulations on a job well done! If there is anything I can do to be of service to you moving forward in your program, please let me know. I am here to help.

TRY to Make it Fun!

Interactive Activities

TRY to Make it Fun!

Custom Animations

Give them Something Extra!

Dallas County Community College District

presents

Certificate of Mastery

to

Employee Name

For

Cooperative Work Experience

Dr. Diane Minger

Instructor

March 30, 2018

Fast Track
Supervisor Certificate

Train All Instructors

Fast-track, Competency-based Supervisor Certificate Training

History and rationale

Course Development and Instructional Design

Promo Video & flyer

The CBE courses offered

Success of pilots due to high instructor-to-student engagement and student-to-content engagement

MASTERY CERTIFICATES can be earned by students at the end of the course by earning 80% or higher on all assessments and the Capstone Project.

"Hand-holding" and intrusive advising by instructors is encouraged! - Emails, Call 'em All, Starfish, sharing cell phone number are all common practices to increase engagement

Course Design beginning with Competencies

Students demonstrate Mastery of competencies at 80% or higher to move ahead to the next unit.

Students are pre-assessed prior to beginning each unit just to see what they might already know about the content.

Units are rich in media and interactive activities such as learning objects and self-assessments as well as readings.

Units culminate in a Mastery Assessment consisting of scenario-based multiple choice questions and Essay questions. All essay question must be hand-scored by the instructor – PREFERABLY within 24 hrs.

EMAIL each individual student after grading his or her assessment with SOME VERSION of one of the following emails:
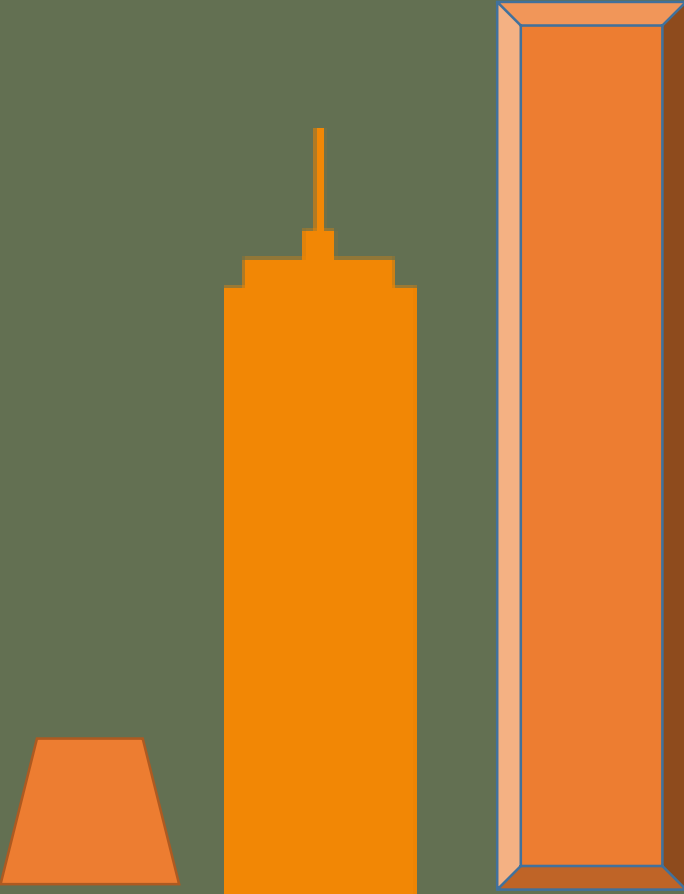
Hello Student Name,
Congratulations! You have mastered unit X by scoring higher than 80%. Check your assessment by double clicking on your score inside the gradebook. Then view the end of unit video before moving ahead to the next unit. Great job! Please let me know if you have any question. I'm here to help.

Questions and Comments

- How do you engage students in your online classes?