Assignment - Create a Student Orientation Module

Designing and Building Online Courses

Components	✔
Folder Name	
• Name the folder (ex: Getting Started, Start Here, Course Orientation)	
Instructor Introduction	

• *Choose one of the following:*
   o A recorded video that includes view of instructor, welcome to students, short instructor bio, brief content overview, and how to navigate the course.
   o A written message that includes a photograph of the instructor, welcome to students, short instructor bio, brief content overview, and how to navigate the course.	

Syllabus	
• An accessible PDF version of the syllabus • *Optional:* a syllabus quiz or acknowledgement	
Required and Suggested Materials	
• All tools, textbooks/ebooks, software, and materials (digital and print) needed to complete the course. o Provide links or resources for students to purchase, download or access these items (ex: Microsoft Office through UBIT, professional journal through UB libraries, OER ebook through an open source)	
Student Resources	
• Browser compatibility check • How to receive technical support for all software being utilized • Information about academic support or tutoring for your course/discipline • Instructor contact information and preferences • Where to ask instructor or TA questions (ex: open discussion forum, messages) • Policies from the syllabus that you would like to highlight (grading, late work, requesting accommodations, etc.) • *Optional:* Provide course links to important information	
Ice Breaker Activity	
• Create an introduction activity using the discussion board feature in UB Learns. • Provide directions and requirements as well as prompts or questions o You can be creative in the types of questions being asked, or in the way students share the information, such as a presentation or video • Post an example from the instructor that meets the assignment requirements	