

Dear Faculty Colleagues,

Fall semester classes begin Wednesday, August 25, and many will be conducted as hybrid or fully online. Whether you are teaching synchronously or asynchronously, the Department of Online Education and Support (DOES), the Teaching and Learning Center (TLC), and I want to make sure your courses are accessible to students and that you are ready for a positive start to the semester. Attached and pasted into this email you will find an Online Course Quality Review Rubric (designed by SUNY and adopted by the Online Learning Consortium) for opening your remote courses. Please go through this list now, because there is much to do to be prepared, and if you need help, now is the time to reach out.

Resources and Upcoming Events

DOES Blackboard Support will be offering a webinar on August 18th at 2pm about **Opening Your Course for the Semester** (click this link at 2 pm tomorrow: <https://bit.ly/Bb-how-to-open-course>). The DOES Instructional Design team will be holding an OPEN SESSION for assistance on September 9 at 1:45pm (Register in advance for this meeting: <https://us02web.zoom.us/meeting/register/tZUrcOqrrj0vHtLOoSMZsg3tIjuoCXQptrMO>).

Also DOES has a number of helpful webinars on ed tech tools, zoom, and start of semester set up that can be found here <http://jjay.cuny.edu/online-education-support-webinars>. The "Blackboard How-To" webinars have all been recorded and can be found here <https://www.jjay.cuny.edu/blackboard-how-webinar-series>. For faculty **new to using Blackboard**, please enroll in the Blackboard Basics course -- instructions are attached to this email. Additionally, the TLC hosts a [remote teaching page](#) with all useful college information for remote teaching in one place.

If you have used Zoom but don't feel you are making the most of it educationally, I recommend [Zoom's Tips and Tricks for Teachers Educating on Zoom](#); tips on using Zoom securely can be found at [here](#). Finally, our [Handbook of Online Teaching](#), lays out all considerations and best practices for those teaching online, and I encourage you to refer to it frequently. If you've looked over all of these resources and still find yourself needing help setting up your online courses, you can [schedule a virtual meeting with one of our instructional designers](#).

The TLC is hosting is Define, Refine & Shine Workshops this week on

Equity & Assessment

Date & Time: Wednesday, August 18, 12-1:30 pm ET

Facilitators: Wynne Ferdinand and Dyanna Pooley

RSVP Link: https://doitapps2.jjay.cuny.edu/facultyWorkshop/login.php?tr_id=31

Setting the Tone for Success with the Syllabus

Date & Time: Thursday, August 19, 10-11:30 am

Facilitator: Kim Liao

RSVP Link: https://doitapps2.jjay.cuny.edu/facultyWorkshop/login.php?tr_id=31

And of course don't forget **Faculty Development Day** will take place virtually on Tuesday, August 24. [Click here to RSVP now.](#)

Best,

Allison

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