

Developing Online Communities

Moving from a traditional course to a traditional course with a web presence

Making use of the Web technologies allows a student to explore and expand on the information presented in a traditional classroom but he/she can do so from virtually anywhere, at any time, and as often as needed. This progressive approach allows for a more student centered pedagogy and is taking teaching into the “Information Age”. Moving from a *traditional course* to a traditional course with *web presences* is the first step in this journey.

A traditional course with a web presence refers to the classic in-the-classroom type of class in which a description of the course; information about the instructor (office hours, schedule and e-mail contact); the course requirements and prerequisites; syllabus; and asynchronous communication tools (discussion groups and/or listservs) are available online.

An online syllabus serves as a blueprint that provides your students with specific information about the course. A well-designed syllabus will be a time-saver and in the long run serves you and the students in the following ways:

- establishes a communication link between you and your students
- lets students know that you have a well-planned and thought-out experience for them to share
- provides students with information they need to contact you and seek help at TNCC.

GENERAL:

Page Name: The first or homepage of your website should be named *index.htm* . When you use this name the TNCC server automatically loads your homepage as soon as a student enters your website.

Navigation Table: The navigation table is the table of contents of your web site and will help to organize the syllabus so students can easily find information by clicking on hyperlinks.

Required Information: TNCC requires that the *first* page of your webpage contain the following information:

This web site adheres to VCCS policies - please read our web guidelines and disclaimer.
Comments or suggestions about our site? E-mail comments to the webmaster.



VCCS policies → <http://www.vccs.edu/>
web guidelines → <http://www.tncc.vccs.edu/information/guidelines.html>
disclaimer → <http://www.tncc.vccs.edu/information/disclaimer.html>
the webmaster → <mailto:webmaster@tncc.vccs.edu>

TIPS:

- Stress the importance of the syllabus to students.
- Tell students that you will be referring to it throughout the course and that they should too.
- Give students the URL of the syllabus during the first class period and explain items within it.
- Make sure the syllabus website is user-friendly and easy to navigate.