

89 Things to Embed Within the First 10 Days of an Online Course

Strategy Worksheet

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Group A

Successful Online Learners

Access and Login

Group B

Course Orientation

Required Face-to-Face Meetings

Browsers, Downloads and Players

Critical Policies

Printing

Contingency Planning

Group C

The Course Timeline

The Course Learning Cycle

Group D

E-mail

Netiquette

Communication Processes

Group E

Testing Procedures (Evaluation)

Group F

Assignments

Group Work

Group G

Online Services

Group H

Feedback (Assessment)