Hi Tim,

I've only taught one course online (last semester - Online MBA BADM 7070), but here are three very basic ideas that may be useful to others who haven't taught online or currently utilize many tools in Moodle:

- **Use the 'Create New Section' function to create a new tab/page in Moodle and then label it according to the week in which it matters** (e.g., "Week 10 - March 17 & 19")
  - This not only helps the professor to organize each week's content, due dates, resources (see comment about Kaltura Video below) in one section for a given week, but it also makes it significantly easier for students to navigate, access content, and understand deadlines for a given week. This will be particularly important for anyone who is adjusting any part of their original syllabus and adding new assignments/deadlines, etc. Additionally, it will allow professors to work ahead by creating new sections for future weeks (with the option of hiding it from student view until that particular week begins).

- **Video recording lectures via Kaltura directly on Moodle**
  - In a particular week's section, professors can click the green "+" button to "Create Learning Activity". In the drop down that follows, scroll down to the "Resources" section and click into "Kaltura Video Resource". There will be a handful of additional things for the professor to do, but it's fairly intuitive and they'll be able to directly record their video which will automatically be stored in Moodle. There are also ways in which faculty can include their slide deck (if they use PowerPoint) and click through with the students, but it's not entirely necessary given current time constraints. Either way, the slides can be posted as normal on Moodle for the students to read and follow along while they watch the video, take notes, etc.

- **Utilizing a "Forum" activity to facilitate discussion & engagement**
  - With my classes in particular, they are very heavy on discussion of various cases, issues, etc. By opening up a forum discussion (or multiple discussions) in a given week's section, it will allow students to engage with one another as well as the professor in a meaningful way. As with everything, clear guidelines for what's expected from students regarding the quality and quantity (and deadlines for posting their responses) will be paramount, but it can lead to high quality discussions in an online format. With my previous class, I'd require that each student respond to my initial question/set of questions that I pose at the start of the forum - and then the other part of their discussion grade was based on their response to at least two of their fellow classmates with whom they disagree or want to build upon their argument/idea/position.

Again - this is nothing groundbreaking here, but having (1) a clear organization of Moodle, (2) a way for students to access lectures on-demand (rather than hoping that no technical difficulties arise if using a live meeting forum such as Zoom), and (3) a relatively easy way to engage with different concepts/topics, with the professor, and with each other are a few things I think would be valuable for others to know when they don't have vast experience in teaching courses online.
Please let me know if you want me to elaborate on any of this or if I can further help in any way.

Jake