

## “ONLINE SNOW DAY” FOR YOUR FACE-TO-FACE CLASS

### CHECKLIST OF IDEAS

- At the outset of the term, ask your students to be prepared to participate in “Online Snow Day” activities. As soon as you learn about snow closings, prepare a **Snow Day** topic section in your GoucherLearn course site.
- Record a lecture using Screencast-o-matic (or Panopto). Upload the recording to the **Snow Day** section.
- Set up a wraparound activity for the lecture, like a discussion in a Discussion Forum, or a journal entry, a simple quiz, a poll or survey, etc. Write detailed instructions for the activity (turn editing on => click on the Add Resource icon + => select **Page** => write your instructions => **Save and return to course**).
- Post a reading in the **Snow Day** section, and ask students to write reflections and submit.
- Explore resources at [Open Educational Resources in Higher Education](http://crln.acrl.org/content/73/6/334.full) (<http://crln.acrl.org/content/73/6/334.full>), and post them in the **Snow Day** section. Open educational resources (OERs) are “digital learning objects” offered freely and openly for educators, students and self-learners to use and re-use for teaching, learning and research.
- Hold a WebEx meeting – a synchronous online meeting. Schedule the WebEx meeting by going to GoucherLearn ([www.learn.goucher.edu](http://www.learn.goucher.edu)) => click on the WebEx Calendar icon => log in using username **DLearning5** and password **Learn2010** => follow steps in the **WebEx for HOSTS** tutorial at <http://www.goucher.edu/graduate-programs/distance-learning-resources/faculty-tutorials-and-resources>.
- On the snow day, send an email message to your students (use Quick Mail in your GoucherLearn site -- click on Compose New Email; or use the Goucher email system at <http://email.goucher.edu>). Give instructions for your snow day plans.

### GOUCHERLEARN

GoucherLearn is the *learning management system* provided by Goucher College to support you in participating in online courses and face-to-face residency courses.

- [GoucherLearn](http://learn.goucher.edu) homepage (<http://learn.goucher.edu>)
- You can also get into GoucherLearn via the [Goucher College](http://www.goucher.edu) homepage ([www.goucher.edu](http://www.goucher.edu)) => Important Links (*bottom of page*) => GoucherLearn
- Logging in: on the GoucherLearn homepage, insert your Goucher College username and password => Login
- Link to your course sites: click on **My Home** on the left, or the **Get Started** icon
- **EACH TERM: Put your GoucherLearn course site in the SHOW mode: Click on *Turn editing on* => *Administration Block* => *Edit Settings* => *General Section* => *Visible* => *Select Show or Hide from dropdown menu* => *Save Changes*.**

### RESOURCES

#### [IT SUPPORT BLOG/FAQS](#)

Includes a video introduction to GoucherLearn  
<http://blogs.goucher.edu/goucherlearnsupport/student-faqs/>

#### [TUTORIALS AND RESOURCES](#)

For faculty  
<http://www.goucher.edu/graduate-programs/distance-learning-resources/faculty-tutorials-and-resources>

#### [FACULTY BEST PRACTICES](#)

Ideas you can immediately use  
<http://www.goucher.edu/graduate-programs/distance-learning-resources/faculty-best-practices>