**Quick Guide to Online Student Engagement in Week One**

### Kick-Off

- **Make a short, informal video welcoming the students and introducing yourself.**
- **Provide a small list of 4-6 learning objectives for each assignment/activity that align with the course goal.**
- **Encourage students to ask a follow up question to discover more about each other.**
- **Set an early deadline.**
- **Have students print the document, initial next to each statement, and sign and date the contract.**
- **Provide early feedback in the form of a written or video response.**
- **Provide a short, written description introducing the module’s content. You can also provide a video introduction.**
- **Provide a short explanation of how the module’s content, activities and assignments can help the students succeed.**
- **Create an online activity to familiarise students with the final assessment.**
- **Provide detailed instructions and examples to bring clarity.**
- **Encourage students to reply to each other.**
- **Post the video on the Welcome page of the course.**
- **Have students post a similar introduction of themselves during the first week of the class.**
- **Identify their strengths and weaknesses and discuss them at appropriate times during the course.**
- **Ask them to take a picture with their phone and upload it.**
- **Reinforce the reasoning behind class activities using video/written announcements at intentionally timed intervals all through the course.**
- **At the end of the orientation period, give students a quiz or assignment to test their prior knowledge.**
- **Provide a quiz for large classes or an assignment for small classes.**
- **Encourage students to answer at least one question regarding the same on the discussion board.**
- **The introduction can be in the form of text, image, video or audio.**
- **Have students take a low stakes quiz that mirrors the final assessment.**
- **Require them to share ideas about the final assessment on a discussion board.**

### Accountable Prior Knowledge

- **At the end of the week, students should have a clear understanding of the course objectives.**
- **Provide a short written description of the learning objectives for each module.**
- **Set an early deadline.**
- **Directly ask feedback in feedback on a question or task administered on the course.**
- **This allows students to ask a question about the same and receive an answer that is relevant and specific.**
- **Identify clear prompts and feedback on assignments and assessment so that students know exactly what is required.**

### Accountable Final Knowledge

- **Create a ‘Knowledge Check’ as a way to assess prior knowledge.**
- **Make it look like a quiz or exam for students to agree on.**
- **Use the question to re-teach material if students do not understand or have not mastered that concept.**
- **Assign them a quiz with feedback and then a quiz with information.**
- **On an object learning, ensure that students identify how specific facts and concepts connect and help them identify the course.**

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