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Titolo Teach beyond your reach [[electronic resource]]: an instructor's guide

to developing and running successful distance learning classes,

workshops, training sessions, and more // By Robin Neidorf

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Note generali Includes index.

Nota di contenuto A Quick Peek at the End ResultActivities First; Core Content

Development; Build on Core Content With Discussion and Activities; Instructional Events; Challenges Unique to Distance Instruction; Special Considerations for Digital Platforms; Take a Deep Breath and Jump; Beta Testing; Budgeting Time; Chapter 5: Time to Go to Class; Strive for Predictability; Be Prepared; Plan for the Inevitable; Train the Students to Your Expectations; Be Responsive; Hold Office Hours; Foster Dialogue; Repeat Yourself; Provide Timely Feedback; Model Your Expectations;

Manage Conflict; Be Resourceful

Create CultureBest Practices for Asynchronous Classrooms; Best Practices for Synchronous Classrooms; Beyond the Classroom: Accept Feedback; Easy Does It-and Enjoy!; Chapter 6: Individual Learners; It's All About Them; Getting to Know You; Being Proactive and Reactive; Enabling Customization; Motivating Your Students; Being Resourceful; Providing Feedback; Grading; Respecting Privacy; It's Not Easy to Have Relationships; Chapter 7: Creating a Community of Learners; Logistics and Psychology; Face to Face?; Building on the Classroom Environment; Group Work

Getting Them Talking: Stages of the Teaming ProcessPeer Evaluation; Making Magic; Counterforces to Black Magic; Communication x Time x

Outcomes = Community; Chapter 8: Beyond the Formal Classroom; Informal Learning Opportunities; Adapting Your Style; Why Bother?; Avoiding Common Errors; Chapter 9: Distance Learning as a Collaborative Enterprise; Roles and Responsibilities; Shared Understanding of Goals; The Big Picture; Distance Learning Is in Beta; About the Author; Index

## Sommario/riassunto

<P style=""MARGIN: 0in 0in 0pt"" class=MsoNormal>Taking a practical, curriculum-focused approach, this guide for both new and experienced distance educators allows them to develop and deliver quality courses and training sessions. Providing practices and examples, and surveying the tools of the trade, this fully updated and revised edition covers key issues including instructional design, course craft, adult learning styles, student-teacher interaction, and strategies for building a community of learners. Discussing how distance learning enables students of all kinds to earn college and gradua