Oxnard College

Types of Regular Effective Contact

Instructor—Student Interaction:

Course announcements
Messaging via the LMS
Personalized feedback
Discussion boards
Chat/IM
Videoconferencing/Skype
Phone/voicemail
E-Mail

Student—Student Interaction:

Messaging via the LMS
Discussion boards
Chat/IM
Collaborative projects: group blogs, wikis

Examples of Content Interaction:

Modules on the LMS
Lectures (recorded/streaming)
Podcasts/webinars/screencasts
Videoconferencing/CCCConfer
Discussion boards
Textbooks
Instructor-provided materials including online material

Frequency & Timeliness of Interactions

1. Maintain an active daily presence, particularly during the first few weeks of a course.
2. Establish guidelines for frequency of contact, and define what interactions a student can expect each week and the average time commitment required of students.
3. Make known response time for student questions/inquiries and assignment feedback (e.g. 1-2 instructional days.)
4. Give frequent and substantive feedback throughout the course.

Expectations for Interactions

1. Specify course policy regarding frequency and timeliness of all contact initiated by the instructor in the syllabus.
2. Explain course policy regarding student-initiated contact (where to post questions, assignments, etc.) in the syllabus.
3. Outline and explain netiquette in initial course documents.
4. Clarify important dates, such as assignment and assessment deadlines, not only in the beginning but also throughout the course.

Absences from Interactions

1. Inform students immediately should an illness, family emergency or other unexpected event prevent continuing regular effective contact for a prolonged period of time.
2. Let students know when instructor-initiated regular effective contact will continue.