

It's Flu Season, and FACT is Ready to Assist You

President Albrecht recently encouraged faculty to post some of their course materials online as a means of allowing students to remain home if they become sick with the H1N1 or seasonal flu. For the full text of his letter, see <http://www.usu.edu/president/news/article.cfm?article=39831>.

FACT will readily assist any faculty wishing to post their materials online in Blackboard.

To arrange for help, please contact FACT at 797-9506 to speak with an instructional designer. Requests will be handled on a first-come, first-serve basis. We look forward to hearing from you!

Other Things You Can Do to Keep Teaching During Flu Season

Although you cannot predict if or when the flu may affect you or your students, you can plan in advance how you will respond. Here are a few more things you can do now to prepare¹:

1. Review your course goals and objectives and determine how students can keep working toward them, even if they cannot come to class.
2. Identify how you will inform your students if, for any reason, you need to cancel class. Note that Banner has tools for emailing students in your class roster. Encourage your students to update their personal information in Banner, particularly their preferred email address.
3. Consider the resources and activities you can direct students toward if class cannot be held for a time or if students cannot attend. FACT can assist you with most of the following options, or direct you to someone who can.

Communication Tools:

- Lecture Recording
- Podcasting/Screencasting
- Videoconferencing
- Email
- Online discussion boards
- Other social networking tools

Study Resources

- Readings, Textbooks, and Text Supplements
 - Faculty Website
 - Library Resources
 - Online study aids and games
4. Plan how you will fairly accommodate multiple students who need to make up work or exams. Adopt flexible attendance requirements for students who become ill.
 5. Explain in your syllabus how you plan to respond if you or your students contract the flu. In so doing, encourage students to remain home if they become sick.

We encourage you to consult with your colleagues and students as you plan ahead. FACT also stands ready to assist you as needed in making contingency plans, preparing materials, or mastering tools.

¹ Recommendations adapted from <http://www.crlt.umich.edu/flu/>

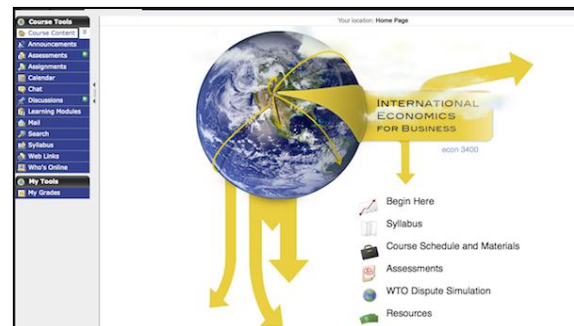
About the Faculty Assistance Center for Teaching (FACT)

FACT is committed to supporting the university community and empowering faculty to improve the quality of instruction across the Utah State University system through technology, production, assistance, training, consultation and support. We have a highly qualified staff available to answer questions, provide consultation, and help with course design and development.

FACT services

FACT is excited to collaborate with you in designing courses (both online and onsite) and articulating teaching strategies. Among other things, we can help you:

- Put your course materials or entire course in Blackboard, including custom Blackboard design.



- Use technology and multimedia in your instruction, including i>clicker, Wimba, and more.
- Podcast lectures and other course materials.
- Design course syllabi and classroom materials.
- Plan effective lectures and PowerPoint presentations.
- Teach using simulations and games.
- Conduct research on the use of technology in the classroom.
- Utilize video and audio in your course.

Please feel free to arrange a meeting at your convenience with your department's assigned instructional designer, who would be happy to visit with you one-on-one to discuss your pedagogical needs and assist you in developing multimedia and/or print-based course materials.

For contact details, see <http://it.usu.edu/fact/hm/contact-us>.