

School of Education: Online Teaching Guide and Recommended Timeline

1 year - 6 months
before course starts

6 months - 3 months
before course starts

3 months - 1 week
before course starts

Learn, Plan, & Design

Learn about Online Education
[Design + Teach + Engage](#)
[TeachOnline@UW](#)
[Online Course Development Grants](#)

Plan & Design
[Course Map Template](#)
[Weekly Rhythm Template](#)
[Collaborative Learning Activities](#)

Prototype & Review

Prototype of One Module
Develop module in [Canvas](#)
Create lecture videos using [Kaltura](#)

Review Prototype
[Quality Matters Rubric](#)
Discuss questions with MERIT staff

Develop & Review

Develop All Modules
Maintain a consistent structure
based on successful prototype
module

Review Course
[Quality Matters Rubric](#)
[McBurney Disability Resource
Center](#) (accessibility)

Troubleshoot
[DoIT KnowledgeBase](#)
[Canvas Support Community](#)

[Reach out to MERIT Staff](#)
at any point in the process!