Transition to Remote Learning

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Polling Question #1

Has your institution transitioned to remote learning for the remainder of the semester?

A. Yes.
B. No.
C. Not sure yet.
It is okay to conduct traditional learning at a distance.

What we will cover today

- Simple methodology to move your onsite course to remote learning
- Resources and technology (low and high tech) to help with this transition
- Our own approaches and examples
Guiding Principles for the Transition

- Keep things simple (not a time to try new technologies).
- Don’t overwhelm the students… they didn’t register for an online course!
- Maintain academic integrity.

“Yes, you can maintain high standards while also having a heart. It’s called respect, consideration and sometimes kindness.”
- Professor Jeff Offut, George Mason University
1. Communication (Clear & consistent)
2. Engagement (Be present)
3. Assessment (Maintain integrity)
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Students First

Let your students know that THEY are your number one priority

**Jill’s Message:** First and foremost, I am here to support you. Take care of yourself and your loved ones. Our class is not your priority. We will make this work. This will take patience. I promise to be patient and understanding with you, and please be patient with me.
Technology Needs Assessment Survey

Understand how your students will be working. Sample questions for survey:

1. When classes go online, will you have regular access to a laptop or tablet you can use to complete course work?
   a. Yes, and it's reliable for accessing and completing course work.
   b. Yes, but I'm concerned about its reliability for accessing and completing course work.
   c. No.

2. When classes go online, will you have access to a smartphone you can use to complete course work?
   a. Yes, and it's reliable for accessing and completing course work.
   b. Yes, but I am concerned about its reliability and/or about running out of data.
   c. No.

3. Thinking about the place where you'll be staying when classes go online, will you have regular, consistent access to wireless high-speed internet (wifi) for use in completing coursework?
   a. Yes.
   b. No, my wifi will be inconsistent/unreliable.
   c. No, I will not have wifi. Not sure.

4. What concerns do you have about the switch to online instruction? Please feel comfortable to share how I can support you.

Source: https://twitter.com/JessicaCalarco
Technology Needs Assessment Survey

Technology to deploy survey

1. Google Forms (High tech)
2. Quiz/Assignment Feature in LMS (High tech)
3. SurveyMonkey.com
4. Email survey to students and request that they reply with responses (Low tech)
LMS Announcements

● Post announcement
● Email announcement
● Inform students when they should expect regular postings
  ○ i.e. Monday/Wednesday ~ 1pm EDT
Transition Announcements

What is changing?
Are there new updates from your institution?
What resources do the students need?
What are the new deadlines?
When will you be available?

Be precise.
Calendar

- HIGH TECH: Encourage students to use the calendar in the LMS and download feed to phones.
- HIGH TECH: Create a course calendar on a Google Doc (or other “live” or cloud-based document that can be updated).
- LOW TECH: Email/post a document with a tentative calendar for the remaining weeks, then re-post/email with updates.
Office Hours

Jill
- Schedule appointments for meetings via Zoom
- “Walk in hours” via Zoom

DeAnna
- Pronto (group chat)
- Remind (text/app)
- Zoom (appointments)
Polling Question #2

How do you plan to communicate with your students?

A. LMS (Canvas, Blackboard, Moodle, etc.) & tools within
B. Email only
C. Other (Please enter other plan into questions box)
1. Communication (Clear & consistent)
2. Engagement (Be present)
3. Assessment (Maintain integrity)
Synchronous
Students and instructor meet together at same time
● Use the technology your institution provides
  ○ Zoom
  ○ Blackboard Collaborate
  ○ Webex
  ○ Uberconference.com
● Record the session to make it available for those students who cannot attend live

Asynchronous
Students work on their own
● Create community through discussion boards
● Post readings or videos for students to comment
● Use due dates to help students keep pace
Keeping students engaged

- No passive lectures; keep students active
- Use tools to keep their attention
  - Hand raising tools in the software
  - Zoom chat
  - Zoom polling
  - Pronto
  - iClicker
  - Kahoot!
  - Embedded questions within videos
Best Practices for the Online Class Meeting

- Set your tone! Introduce your pets, your family members!
- Lighting: light from the front, not from behind you.
- Change the desktop background if you don’t want your students to see all of your files, personal photo, etc.
- Low tech:

- Use a good microphone/headphones.
- Turn off your notifications so they don’t pop up during your class/presentation.
- Lock your door!

https://www.youtube.com/watch?v=NA6btdb1mOY
Accounting Videos for Discussions

● AICPA Virtual Field Trips
● Discover Audit
● Virginia Society of CPAs
● Publisher-provided accounting video series
Video Creation

**Explain Everything EDU (app)**

- Whiteboard with video for problem demonstrations
- Upload to YouTube, cloud (Dropbox, Drive, etc.) or directly to LMS
Video Creation

**Screen-cast-o-matic**
- Screen capture
- Free
- Easy
- Limited
Video Creation

Low Tech

- Put your phone or tablet on a shelf.
- Place a white sheet of paper with the problem on it below the camera.
- Hit record and demonstrate the problem.
- Upload video to LMS, YouTube, etc.
What if the technology doesn’t work?

Backup Plan

● Encourage students to download the essential resources (slides, practice exercises, etc.) now.
● If system is overloaded the students will have access to the resources.
Submitting Handwritten Homework Assignments Via Email

Students may:

- write out assignment on paper
- take a photo(s) on their phone
- email the photos to instructor
Polling Question #3

If you are teaching synchronously, which technology are you using for class meetings?

A. Zoom
B. Collaborate
C. Webex
D. Other
E. I am teaching asynchronously.
1. Communication (Clear & consistent)
2. Engagement (Be present)
3. Assessment (Maintain integrity)
Online Exam Proctoring

For privacy purposes: Use the software your institution provides

Jill:
- Experience with ProctorU & RespondusMonitor
- Will not use these during this time

DeAnna:
- NONE!
- Exams MAY be back on campus to be proctored in person (next exam end April)
- Plan B: ProctorU or Proctorio
Exam Design to Maintain Integrity

- Question Pools
  - Unique exam for each student
- Time Limit
  - Questions can’t be looked up online or in text (if not proctored)
- Change company names/dollar amounts if using exam questions from publisher test banks
- Delay feedback (access to exam questions) until all students have taken exam
Timing of Remaining Exams

Jill’s Plan:
- 4 paper exams total (standardized by department, multiple choice)
- Students already took two exams
- Remaining two exams will be on computer, open book
- Changing exam format (timed, open book, algorithmic problems, pooled MC questions)

DeAnna’s Plan:
- 3 computer exams total
- Students already took one exam
- Remaining two exams will be on computer, open notes, may be on campus
- Same exam content (pooled MC questions, algorithmic problems)
Group Projects

You can still do them!

- Zoom
- Google Hangouts
- Google Forms
- YouTube
Other Issues
Students with Disabilities

● Classes still need to be accessible. Canvas can check accessibility for you. Otherwise, check with student disabled services department.

● Investigate “Accommodations” options in LMS. In some programs, you can change 60-minute exam to 90-minute exam for certain students with a few clicks.
Closed Captioned Videos

- YouTube
- Campus resources (disability services office)
- State resources
Web Resources

- List of many universities’ plans and resources for shifting to online learning (updated daily)
  bit.ly/rresourcelist

- Preparing to Take School Online? Here Are 10 Tips to Make It Work
  https://www.edsurge.com/news/2020-03-09-preparing-to-take-school-online-here-are-10-tips-to-make-it-work

- Quality Matters (emergency remote instruction checklist)
  https://mailchi.mp/qualitymatters/emergency-remote-instruction-checklist?e=40ced11519

- Going Online in a Hurry: What to do and Where to Start

- The Chronicle (Preparing for Emergency Online Teaching)
  https://www.chronicle.com/article/Preparing-for-Emergency-Online/248230

- Is Your Use of Social Media FERPA Compliant?
  https://er.educause.edu/articles/2014/2/is-your-use-of-social-media-ferpa-compliant

- Web Accessibility
  https://webaim.org/
Books


Accounting Specific Videos for Class Discussions

- Discover Audit (Center for Audit Quality)
  https://www.discoveraudit.org/

- AICPA Virtual Field Trips
  https://www.startheregoplaces.com/students/games---tools/virtual-field-trips/

- My Path to CPA Videos
  https://www.vscpa.com/my---path-cpa-videos
Tech Tools Shared

**Communication**
- Google Docs Suite
- SurveyMonkey.com
- Remind

**Engagement**
- Zoom
- Pronto
- Blackboard Collaborate
- iClicker
- Kahoot
- Explain Everything
- Screen-Cast-o-Matic

**Assessment**
- ProctorU
- Respondus Monitor

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