

# Transition to Remote Learning

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**DeAnna Martin, MBA, CPA**

Accounting Professor  
Santiago Canyon College  
Orange, California

[professordeannamartin@gmail.com](mailto:professordeannamartin@gmail.com)



**Jill Mitchell, MS, MEd, CIA**

Professor of Accounting  
Northern Virginia Community College

Adjunct Professor  
George Mason University

[jmitchell@nvcc.edu](mailto:jmitchell@nvcc.edu)

# 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.

<https://www.nytimes.com/2020/03/13/upshot/coronavirus-online-college-classes-unprepared.html>

# What we will cover today

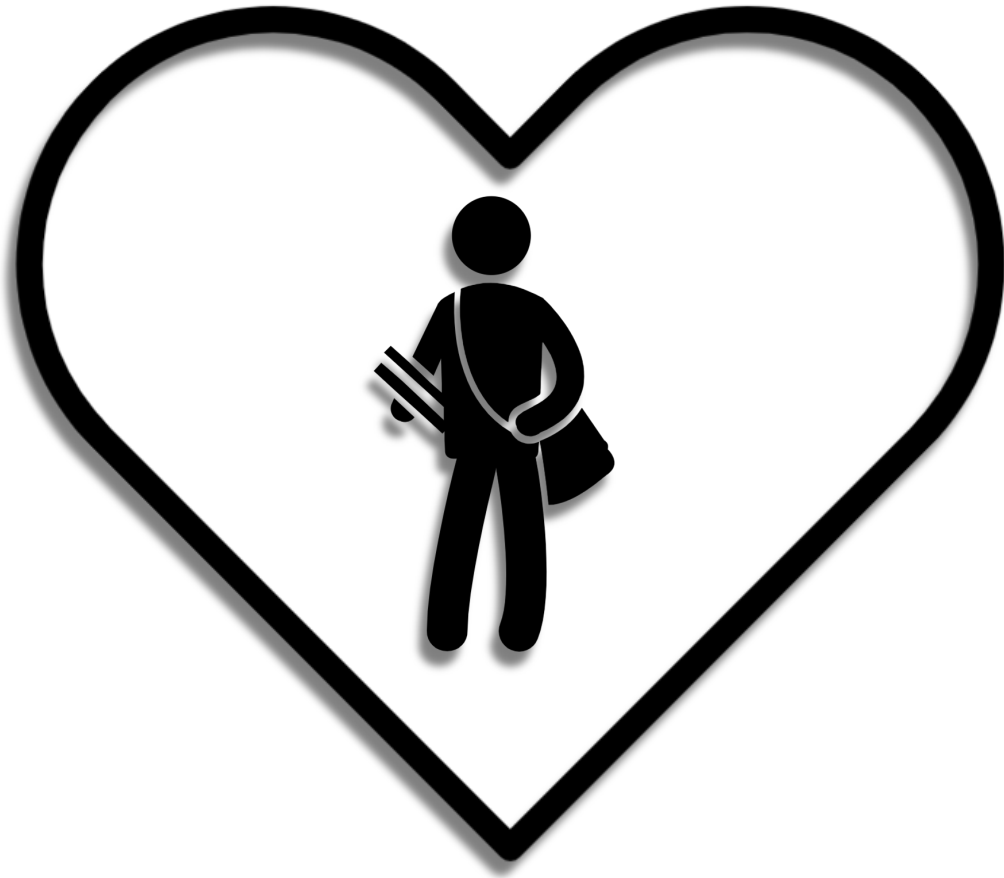
- Simple methodology to move your onsite course to remote learning
- Resources and technology (low and high tech) to help with this transition
- Our own approaches and examples

# Guiding Principles for the Transition

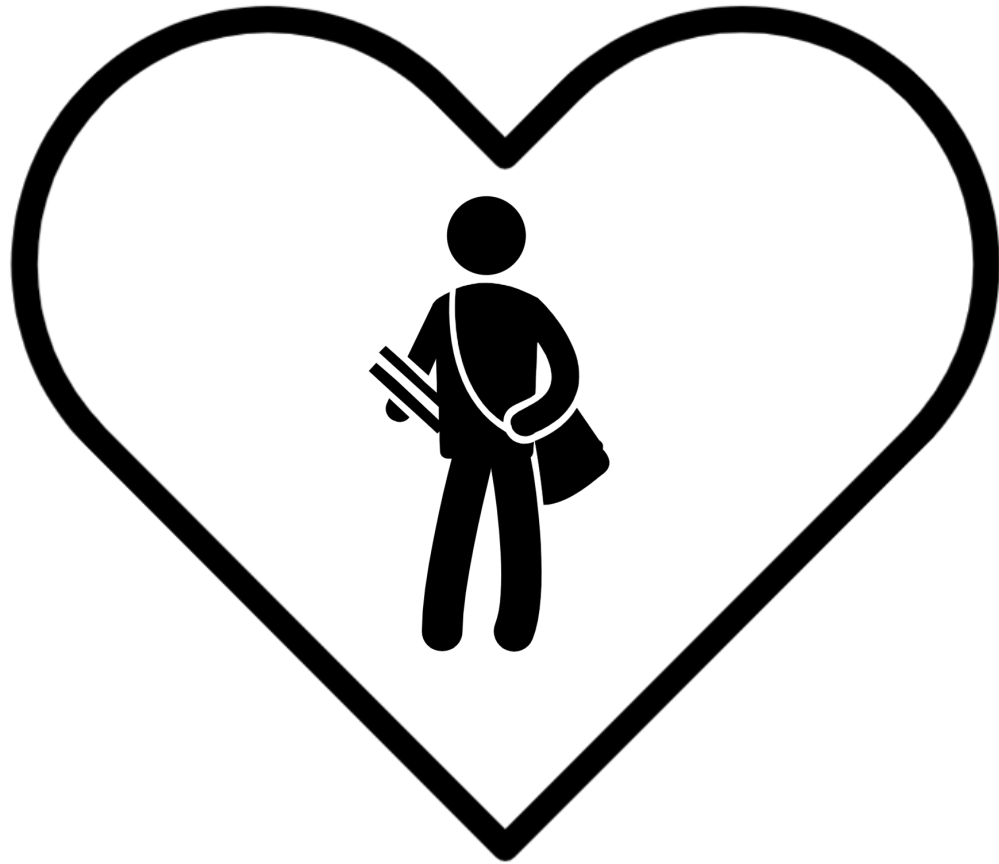
- Keep things simple (not a time to try new technologies).
- Don't overwhelm the students... they didn't register for an online course!
- Maintain academic integrity.

“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)**



- 1. Communication (Clear & consistent)**
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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.

# 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)



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# 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>



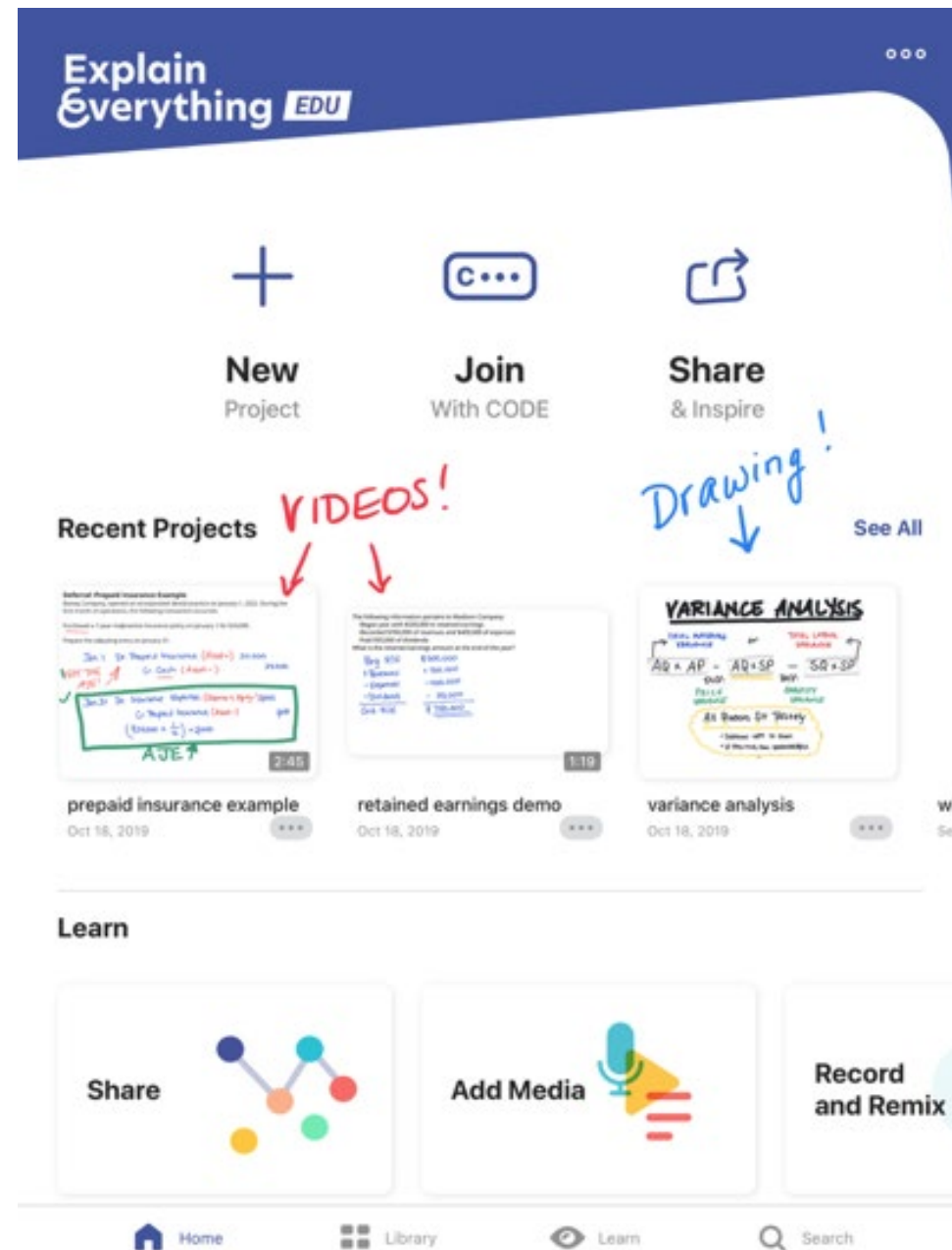
# Accounting Videos for Discussions

- 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

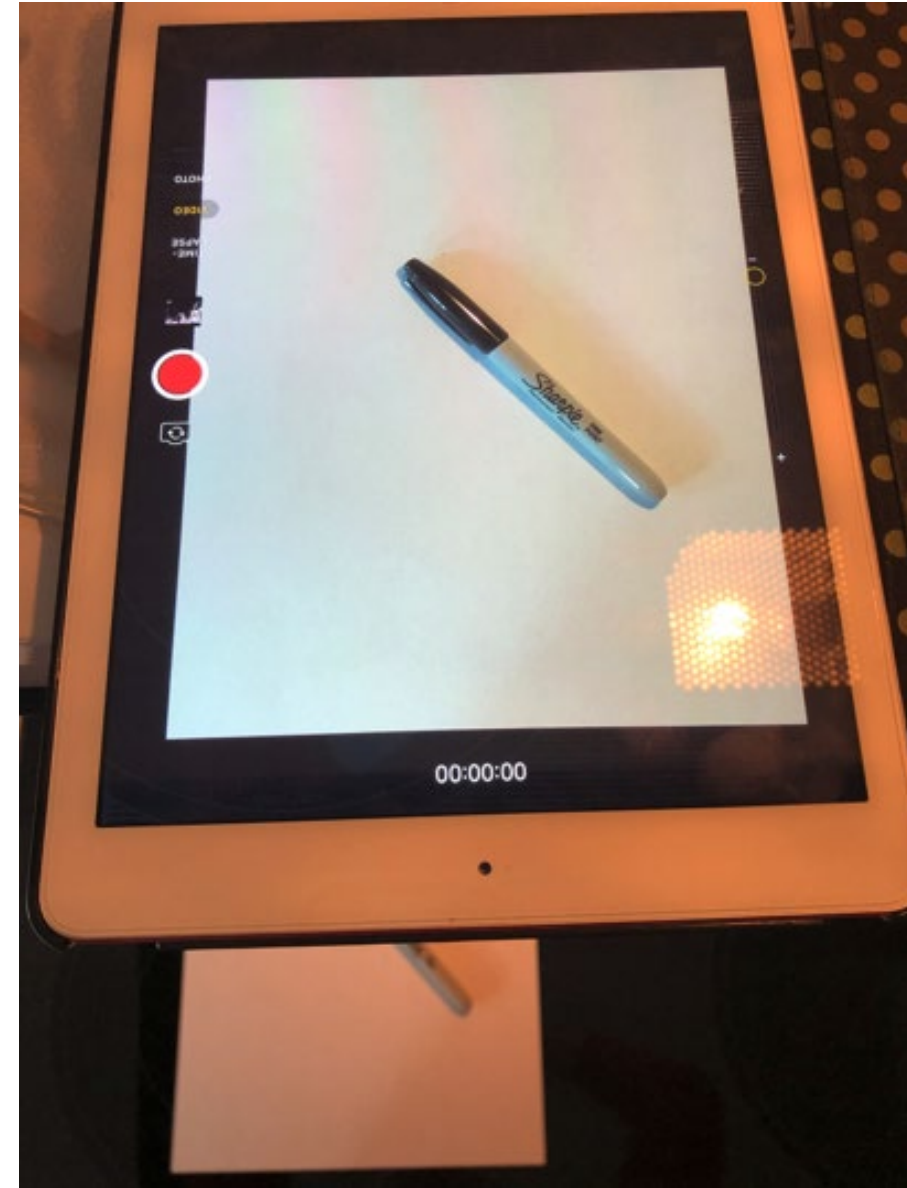
## Screen -cast -o-matic

- 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

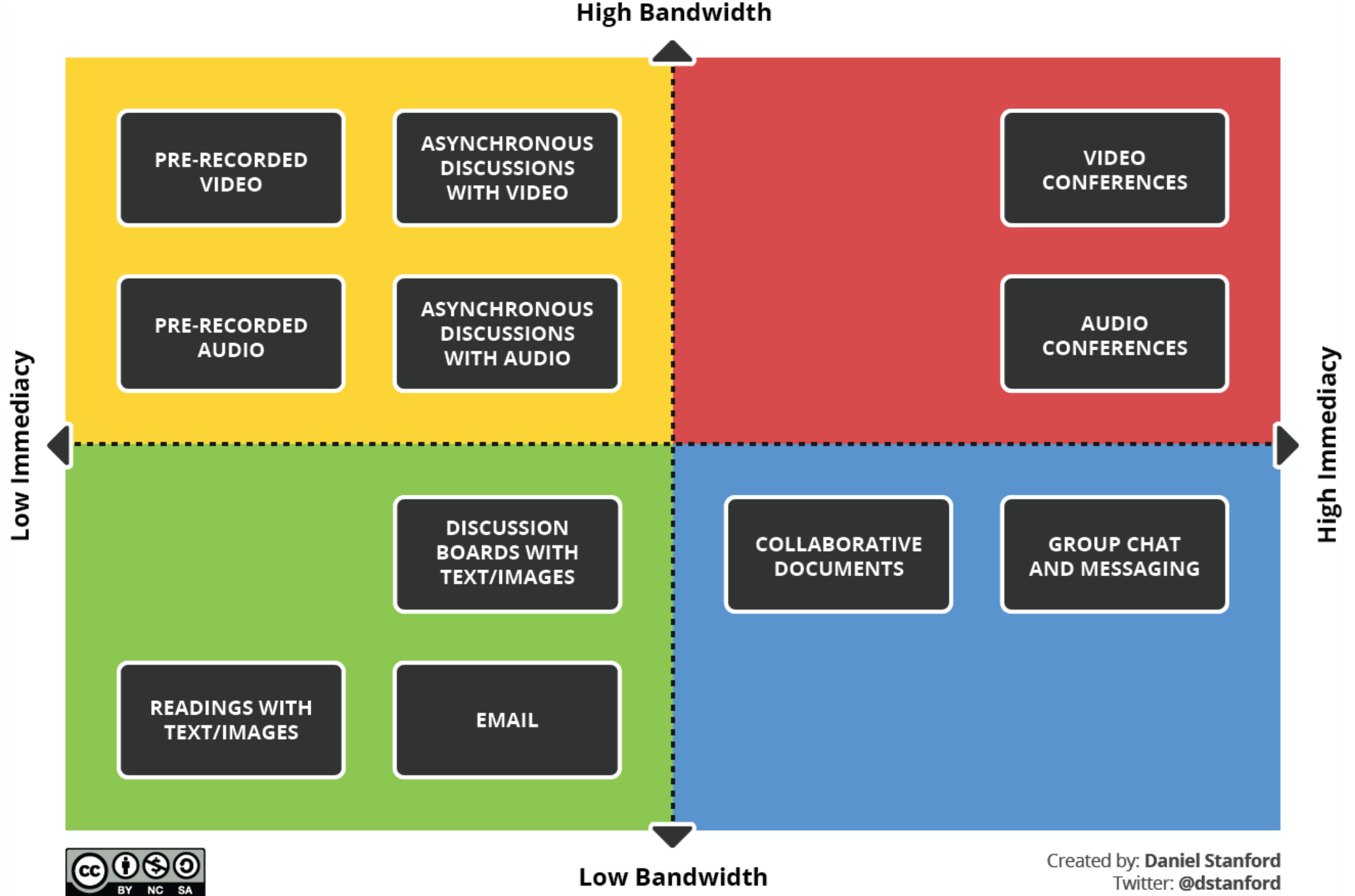
- Encourage students to download the essential resources (slides, practice exercises, etc.) now.
- If system is overloaded the students will have access to the resources.



# 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



Created by: Daniel Stanford  
Twitter: @dstanford

# 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.



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# 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.

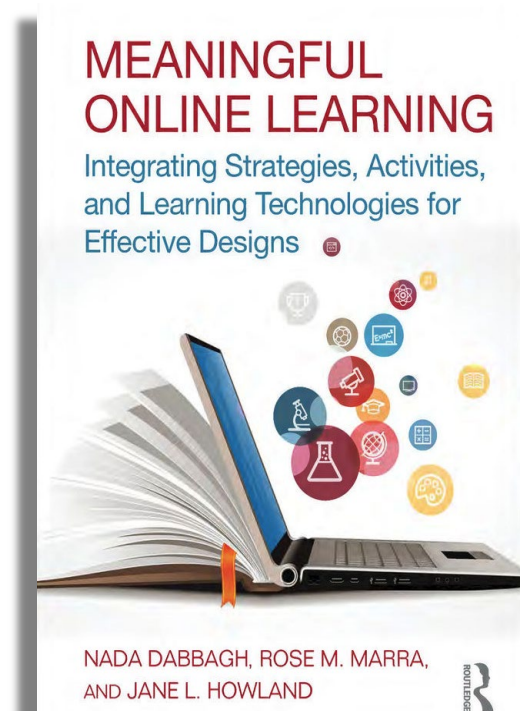
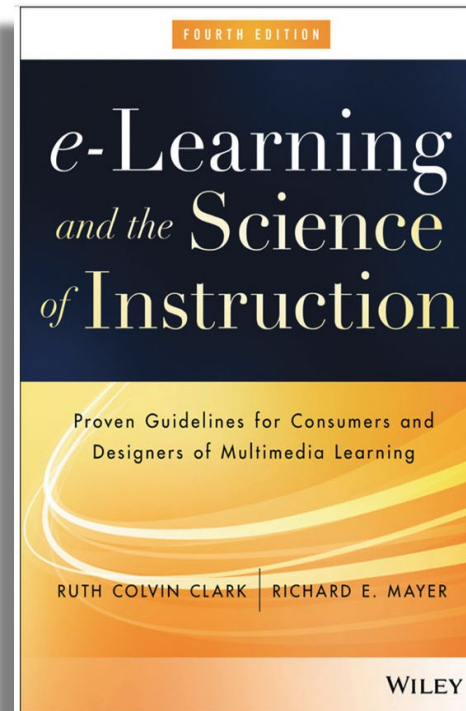
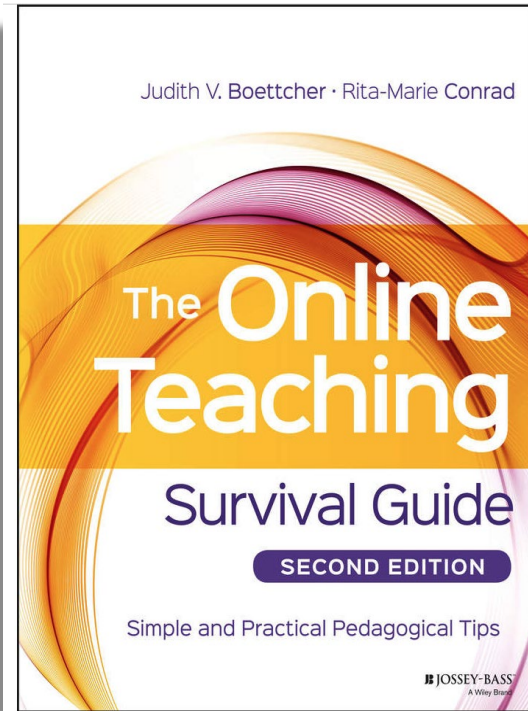
# Closed Captioned Videos

- 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/rtrsourcecelist](https://bit.ly/rtrsourcecelist)
- 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  
<https://chroniclevitae.com/news/2315-going-online-in-a-hurry-what-to-do-and-where-to-start?cid=VTEVPMSED1>
- 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



Boettcher, J.V., & Conrad, R. (2016). *The Online Teaching Survival Guide: Simple and Practical Pedagogical Tips*. San Francisco, CA: Jossey-Bass.

Clark, R. C., & Mayer, R. E. (2016). *E-Learning and the science of instruction: Proven guidelines for consumers and designers of multimedia learning*. Hoboken, NJ: Wiley.

Dabbagh, N., Marra, R. M., & Howland, J. L. (2019). *Meaningful online learning: Integrating strategies, activities, and learning technologies for effective designs*. New York, NY: Routledge.

# 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/](https://www.startheregoplaces.com/students/games_tools/virtual_field_trips/)

- **My Path to CPA Videos**

[https://www.vscpa.com/my\\_path\\_cpa-videos](https://www.vscpa.com/my_path_cpa-videos)



<https://youtu.be/CCe5PaeAeew>

# 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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[jmitchell@nvcc.edu](mailto:jmitchell@nvcc.edu)

Twitter: [@profmitchell](#)

Instagram: [@profjillmitchell](#)