

SYNCHRONOUS OR ASYNCHRONOUS? WHICH IS THE BEST OPTION FOR YOUR COURSE?

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SYNCHRONOUS VERSUS ASYNCHRONOUS

- Which modality is right for you?
- **Synchronous** course options
 - Factors to consider
 - Tips and Strategies
- **Asynchronous** course options
 - Factors to consider
 - Tips and Strategies

SYNCHRONOUS VERSUS ASYNCHRONOUS

| FACTORS THAT MIGHT INFLUENCE YOUR DECISION | |
|---|---|
| Synchronous | Asynchronous |
| <ul style="list-style-type: none">• Class discussion or participation is central | <ul style="list-style-type: none">• Knowledge transfer or demonstration is central |
| <ul style="list-style-type: none">• Lecture content normally requires longer explanations or back and forth with students | <ul style="list-style-type: none">• Lecture content can be broken into smaller chunks of info |
| <ul style="list-style-type: none">• Small classes (<i>e.g.</i>, < 50) | <ul style="list-style-type: none">• Large classes (<i>e.g.</i>, 50+) |
| <ul style="list-style-type: none">• Time sensitive interactions (office hrs; tutorials) | <ul style="list-style-type: none">• Not time sensitive |

SYNCHRONOUS VERSUS ASYNCHRONOUS

| Features | Synchronous | Asynchronous |
|---|-------------|--------------|
| Minimal additional preparation required | ✓ | |
| Immediate feedback available | ✓ | |
| Pause for questions / clarifications | ✓ | |
| Sense of Community | ✓ | ✓ |
| Collaboration & Interactivity | ✓ | ✓ |
| Reflective Feedback | | ✓ |
| Flexibility and Convenience | | ✓ |
| Self Directed Pace | | ✓ |
| Reusable | | ✓ |

SYNCHRONOUS LECTURE OPTIONS

1. Virtual Classroom
 - CourseLink’s integrated web conferencing tool for up to 150 students, OpenEd supported
2. Zoom
 - A web conferencing tool for up to 300 students that is integrated with CourseLink’s Content tool, OpenEd supported
3. Webex Meetings & Events
 - A CCS supported web conferencing tool that can support up to 1000 students
4. Microsoft Teams
 - A CCS supported tool part of the Office 365 suite that can support up to 250 students

PICKING A WEB CONFERENCING TOOL

- What do you want students to be able to do during your synchronous class?
 - Small group discussions?
 - Polling?
 - Invite in a guest speaker?
- Web conferencing feature matrix available on our new Remote Teaching & Learning website

ASYNCHRONOUS LECTURE OPTIONS

1. Voice-over PowerPoint
 - Files posted to Content
 - Pair with weekly synchronous lecture to increase instructor presence
2. Pre-record lectures using a web conferencing tool
 - Create link to video (VC, Webex)
 - Embed video (Teams)
 - Direct students to integration (Zoom)

ASYNCHRONOUS LECTURE OPTIONS

3. Create lectures using a screen capture program like Screencast-o-matic
 - Host video online
 - Stream, OneDrive, Library, YouTube
 - Share link or embed video within Content

4. Create lecture videos with embedded quizzing
 - Video Assignment –Interactive Video
 - H5P.org
 - Microsoft Stream & Forms

TIPS AND STRATEGIES

- For **Synchronous**:
 - TA to monitor and keep track of Chat
 - Headset and mic to minimize feedback and echo
 - Do a dry/test run
 - Have everyone join early to test sound, connections, etc.

TIPS AND STRATEGIES

- For **Asynchronous**:
 - Record a test sample
 - Audio
 - Screen recording
 - Mistakes are ok
 - Stand when recording
 - Wardrobe
 - Talk at a comfortable pace



SUPPORT

Please contact **CourseLink Support** for any help with technical aspects of our educational technologies.

Phone: 519-824-4120 ext. 56939

Toll Free: 1-866-275-1478 (Canada and USA)

Email: courselink@uoguelph.ca

If you need support with pedagogy and/or course design, please complete our **consultation request form** found on our Remote Teaching & Learning site to set up a meeting with one of our **Instructional Technology Specialists**.

<https://opened.uoguelph.ca/instructor-resources/remote-teaching---learning>

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