Dear Colleagues,

We'd like to update you on the ongoing work of the Online Task Force. As we approach the end of the first month of classes, it seems appropriate to pause to reflect on the monumental effort that has been put into successfully moving almost 30% of StFX courses to remote delivery.  We'd also like to update the community on the support that continues to be available and provide some information about the planning underway for Winter term.

### Strong team effort

We are happy to report that the transition to delivering courses online went reasonably smoothly.  This was possible only because of the extensive preparation and planning of Faculty and teaching staff, as well as staff in CDE and IT services. Beyond attending sessions offered by the Online Task Force, the Teaching and Learning Centre, and the Faculty Development Committee, instructors worked countless hours preparing course material for this new delivery method.  CDE and IT Services staff supported instructors in a number of important ways: they individually set up each Collaborate classroom with optimal settings; they responded to countless individual requests and questions; and they attended all online courses during the first couple of sessions to troubleshoot any technical problems that either faculty or students encountered.  All of this planning and preparation enabled us to offer students a smooth transition to this unusual academic year.

### Ongoing professional development

As the term moves on, Faculty and teaching staff continue to refine their practice.  There has been some great sharing through informal discussions, but people continue to learn and issues continue to emerge. To that end, we are preparing some additional PD opportunities. You will be receiving a survey asking about the types of PD you would like to see. Also note that the Online Task Force website still has recordings of all past PD sessions for Faculty and teaching staff to access at a time that is convenient for them.  IT Services staff are also able to respond to questions.

### Online learning in face-to-face classes

Some instructors who are teaching face-to-face are preparing in case they may want or need to deliver a class online.  CDE and IT Services have completed the process of attaching Collaborate links to all Fall Term course Moodle pages.  This means that all courses are now ready to quickly transition to live, online delivery, even for a single class.  If you need support to temporarily offer your face-to-face class online, please contact IT Services.

### Thinking ahead to Winter term

As discussions continue about what the Winter term will look like, CDE and IT Services are working behind the scenes to set up Collaborate links on all Winter Term Moodle pages.  This process will take a number of weeks.  After the schedule for the Winter term is finalized, if

one or more of your courses is not being delivered online, you may (request assistance to) hide the Collaborate link on the corresponding Moodle pages.  (We strongly recommend hiding rather than deleting the Collaborate link and help information so that your course can easily pivot to an online delivery mode if required.)  If you have any questions about the creation of Collaborate links on your Moodle pages for the Winter term, please email CDE Support (cdesupport@stfx.ca).

Many thanks to all those who continue to work to provide our students the best possible learning experience during this unprecedented year.

Janice Landry and Joanne Tompkins, Co-chairs
Remote Reaching and Learning Preparedness Task Force