Preparing Students for Your Course

Prior to the first day of classes:

- Provide early access to the Moodle page, including
  - Course syllabus
  - Class assignments/methods of evaluations
  - "Get to Know You" questionnaire (see also "Building a Relationship with Students: Potential Questions" PDF)
  - Create an introduction video or verbal description of self, share
    - what you teach and research
    - Prior or concurrent occupations
    - Interests or hobbies
- Describe where the classroom is located or upload a video to show its location
- Create a discussion on Moodle to allow students to introduce themselves to you and their peers
  - What is their year/major?
  - Where do they call home?
  - What they like to do in their spare time?
  - What are their interests related to the course or reason for taking the course?

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During semester

- Upload PowerPoints or class notes on Moodle at least the day/night before class
- Provide friendly reminders of due dates for assignments
- When beginning a class, be clear on the plan for the class and the material that will be focused on
- At the end of a class, provide a brief recap on the material covered
- Remind students of the student help hours available and that you are there to help them
- Supply practice questions where possible
- Upload grades frequently to allow students to keep track of their progress

During exams

- Provide a detailed review two weeks before the final exam, if possible
    - Explain specific areas to focus on
    - Share potential exam questions
    - Share format of exam (True/false, multiple choice, essay, etc.)
- Include a review class at the end of the term to discuss the final exam and allow students to ask questions
- Encourage students to prepare questions
- Expand student help hours - if possible
- Briefly explain specify areas to focus on
- Be positive and motivate students to be healthy (eat well, be physically active, sleep, etc.) while dealing with exam stress