



Advanced Organizer for Course Podcasts

Course Professor:

First and Last Name

Learning Designer:

First and Last Name

Introduction:

The purpose is to produce a 1-3 minute advanced organizer introductory audio recording. The audio will welcome, introduce and help new students to understand the main learning aspects and components that they will be working on.

Key ideas for the script:

- ✓ Welcome to the course

Presenter:

- ✓ describes briefly his/her role in the course
- ✓ describes briefly his/her experience in the field and/or the course content
- ✓ describes briefly the relevance of the course and why it is important for students
- ✓ points out the main components of the course: Course Manual, Study Guide, Assignments, and Student Manual
- ✓ discusses briefly the learning objectives students are expected to meet
- ✓ discusses briefly the main topics students will be studying in the course
- ✓ points out the work students are expected to produce in the course
- ✓ advise on the way students will be evaluated: assignments and evaluations
- ✓ emphasizes the way students are expected to work in the online environment at distance: self-paced, individualized, at distance, online learning environment, study schedule, study strategies at distance
- ✓ reminds students to get in touch, interact, communicate, submit assignments and so on through Moodle
- ✓ discusses professors' expectations
- ✓ promotes interaction and communication among the tutor and students
- ✓ mention the ways students could interact with their tutor and other students
- ✓ any other topic the Professor considers important
- ✓ wraps up the presentation by reminding students that s/he is here to help and wishing students good luck in their studies.

Key questions:

- ✓ What is your role in the course?
- ✓ What is your experience in the field and the course content?
- ✓ Can you describe briefly the relevance of the course and why it is important for students?
- ✓ What are the main components of the course?
- ✓ What are the learning objectives that students are expected to meet?
- ✓ What are the main topics that students will be studying in the course?
- ✓ How will students be evaluated in the course?
- ✓ What advice would you give to students working in an online environment?
- ✓ How important is it to keep in contact with your tutor?
- ✓ What final comments do you have to make about the course?