

Tips for Effective Online Teaching

Interested in improving the quality of your online teaching? The Office of Online Education recommends the following tips for teaching in online environments. Implementing these best practices can help to improve your online course and contribute to the university's goal of improving our students' retention, progression, and completion!

Welcome Students



Set the stage for student success by providing a warm welcome message. Provide a clear overview of the course and the best way for students to get started. Let students know what they can expect from you and what you expect from them. Do not set yourself up to be available 24/7. Inform students about your availability and provide clear direction on how to best get their questions answered. Incorporate media such as images, audio, and video to create a visually welcoming environment.

Stay Connected



Throughout the semester, use announcements at least once a week. Use the dashboard to check that students are logging in and participating regularly. Engage with students in the discussions. Encourage students to interact and discuss the course content with each other. Provide outlets for students to connect and get to know each other.

Have a Routine



Establish regular times that you log into your course just as you would if you were teaching face-to-face each week. Do not allow interruptions during your scheduled times. Procrastination and getting behind can be just as much of a problem for online instructors as it is for online students.

Create Templates



As you teach online, pay attention to routine types of communication (announcements, feedback, etc.) that you will regularly use every time you teach your course. Create a structure for these template messages so that you can easily reuse them in future semesters.

Keep a Journal



Throughout the semester, note what is working well in the course and what needs improvement. Use your journal notes to determine what needs to be tweaked, eliminated, or kept the same the next time around. Gathering this data as you go makes it easier to improve the course based on your first-hand experience.

Peer Collaboration

Create opportunities for dialog in your department by establishing a culture of peer collaboration. Welcome other faculty into your development shell to provide feedback to help you improve your course and teaching practices. Participate in requests from your colleagues to look at their course content and offer suggestions.

Faculty Professional Development

The Office of Online Education offers professional development opportunities for faculty interested in learning effective teaching practices for online environments. We are also happy to work with deans and chairs (or their representatives) to create and present custom workshops tailored to individual colleges or schools. Contact us at online@unlv.edu for more information.

Additional Support

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(702) 895-0334
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WebCampus Log In & Support
UNLV IT Help Desk
(702) 895-0777
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University Libraries
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