<table>
<thead>
<tr>
<th>Face to Face</th>
<th>Online</th>
<th>Tools to Use for Online Transition</th>
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| Asynchronous lecture | Instructor stands at front of classroom and delivers lecture. | Instructor records her/himself lecturing and/or presentation for students to view later. | • YuJa recording  
• Camtasia recording  
• SnagIt recording |
| Synchronous lecture | Instructor stands at front of classroom and delivers lecture. | Instructor and students have a virtual meeting in real time. | • Zoom meeting  
• YuJa Lecture Capture |
| Written content delivery | In class handouts, PowerPoints, etc. | Instructor uploads files to D2L in various forms: PowerPoint, Word, Images, PDFs, screencasts, etc. | • Microsoft Office Suite  
• Adobe Acrobat DC  
• SnagIt |
| In class discussions | Instructor poses prompts/questions to facilitate class discussion. | Instructor posts prompts/questions in D2L discussion board and students respond in writing. | • D2L discussion boards  
• Zoom meeting  
• YuJa recording, comments enabled |
| Communicating with students | Instructor gives overviews, reminders, & housekeeping info to students during class meetings. | Instructor posts announcements in D2L. Instructor uses due dates for assignments that appear on the D2L course calendar. The instructor emails the class when appropriate. | • D2L announcement tool  
• D2L calendar  
• APSU email |
| Written assignments | Students hand in written papers in class. | Students upload files to D2L Assignment. | • D2L Assignment  
• Turnitin for academic integrity & feedback |
| High stakes exams (midterm/final) | Students sit in classroom and complete exam. | Students complete quiz in D2L. | • D2L quizzes  
• Examity for testing integrity |
| Low stakes testing | Students sit in classroom and complete quiz/test. | Students complete quiz in D2L. | • D2L quizzes |
| Student presentations | Students present to class using a projector in the classroom. | Students share their computer screen to show their presentation while talking to the class. | • Zoom meetings  
• YuJa recording |
| Small group work | Students sit together in groups to have discussions or complete work. | Students participate in D2L discussion boards. Students are assigned to groups in D2L to communicate and complete work. Students go into breakout rooms during a Zoom meeting to have small group discussions. | • D2L discussion boards  
• D2L assigned groups  
• Zoom meetings with breakout rooms |