PART 1: IMPLEMENTATION OF THE VIRTUAL CLASSROOM IN UPM

UPM BERILMU BERBAKTI

Low Below than 1.5 Mbps

Medium 1.5 Mbps to 2.5 Mbps

High More than 2.5 Mbps

Align course learning outcomes with learning activities and e-assessments. Student-centered learning activities for the development of generic and specific skills through online TnL must be accounted for in the calculation of the total student learning time.

Synchronous
- Virtual class takes place in real time.
- Lecturer uses teaching materials interactively and in real time.

Asynchronous
-Virtual class not dependent on location and time.
-Teaching material developed earlier and learning interaction not in real time.

CHECK INTERNET ACCESSIBILITY ①

ALIGN ONLINE TEACHING STRATEGIES/ DELIVERY TO COURSE LEARNING OUTCOMES ②

IDENTIFY TYPES OF VIRTUAL CLASS ③

PREPARE DIGITAL MATERIAL ④

The materials can be uploaded in communication media for learning in various bandwidth setting such as Whatsapp (for low bandwidth), Padlet (for medium bandwidth), and Zoom (for high bandwidth).

Synchronous	
PutraBlast/ PutraMooc	**Other TnL Application**
-BigBlueButton	-Zoom
-Chat	-Google Meet
	-Webex
	-Skype

Asynchronous	
PutraBlast/ PutraMooc	**Other TnL Application**
-Games	-Google Classroom
-Forum	-Padlet
-H5P	-FlipGrid
-Feedback	

Using suitable software e.g **Screen Recording**- Screen-o-matic, Camtasia, Quicktime **Animation Video**- VideoScribe, Powtoon, WeVideo **Infographic**- Canva, Piktochart, Animaker **Mind Map**- Popplet, Mind Meister.

DESIGN AND CONDUCT VIRTUAL CLASSROOM

Date, time and apps to be used in synchronous lectures.

PROVIDE INFORMATION TO STUDENTS

UPLOAD MATERIALS ⑥ ⑤ ⑦

Instruction of the activities.

Rubrics, percentage and deadlines of assessment completion.

Lecturer could practice activity break intervals within the session (e.g., 10 minutes presentation followed by 10 minutes activities, and repeat).

Mark student's attendance based on participation in virtual class.

Provide students with feedback on activities and assessment in virtual class.

REC ⦿

Records of all virtual TnL implementation and documented for audit purposes.

e.g Student attendance, SLT etc.

Attendance recording method.

Communication method.

CONDUCT VIRTUAL CLASS & RECORD STUDENT'S ATTENDANCE ⑧

GIVE FEEDBACK TO STUDENTS ⑨

KEEP RECORDS/ DOCUMENTS ⑩

FINISH

By :
Centre for Academic Development