

Designing a Virtual Exchange

Fall 2024

Instructor Information

| Instructor | Email | Office Location |
|------------------|--|-------------------------|
| Paloma Rodriguez | prodriguez@ufic.ufl.edu | UF International Center |
| Carrie Martins | cmartins@ufic.ufl.edu | UF International Center |

General Information

Description

This online course takes place over seven weeks, during which participants become familiar with virtual exchange (VE) and the various models for leveraging technologies to bring students from different cultures together. In this course participants learn about the requirements for designing and implementing a successful VE project within a course that they teach regularly and begin developing their own project plan to conduct a virtual exchange. *Although preferred, having an established partner for the VE project is not a prerequisite for participation in this course.*

Course Goals

Through this course you will:

- experience what it is like to be a student in a virtual exchange environment
- meet and collaborate with new colleagues on your campus and across borders
- develop confidence in your ability to find (and be!) a suitable VE partner, to design a VE to embed in a course, and to implement said VE in an upcoming semester
- acquire a collection of resources that will be useful to you in your virtual exchange work

Participant Expectations

Expectations

- We estimate that you will need 8 hours total to complete the components of this course.
- There will be two 1.5 hour sessions in Zoom for all course participants to discuss course topics and engage in activities. One session will be at the beginning of the course and the other at the end of the course.
- Participants will have four weeks to work through the three online modules and complete assignments at their own pace.
- Participants should communicate synchronously or asynchronously with their VE partners (if applicable) to collaborate and work on their VE project plan.
- All participants should submit a draft virtual exchange lesson plan at the end of the course.

Completion Requirements

- Successful completion of the course requires:
 - Attendance at two synchronous meetings
 - Submission of all assignments
 - Submission of a draft VE project plan with tentative implementation date

- Upon successful completion of the course all participants will receive a digital badge indicating that they have completed this training.
- UF faculty will obtain in addition 500 miles towards the [Global Teaching & Learning Certificate](#) and a \$500 award in professional development funds.

Synchronous Sessions

Dates and times for the synchronous sessions will be determined based on the availability of participants. To accommodate faculty in different time zones, the synchronous sessions will be offered at **two** different days/times at both the beginning and end of the training, but participants only need to attend one session at the beginning and one at the end. Partners do not need to attend at the same time.

Required Materials

All the materials, readings, videos, and submissions will be hosted in Canvas (the University of Florida’s LMS system).

Course Overview

| Week | Dates | Topic |
|-----------|------------------------|---|
| Week 1 | Sept. 9-13, 2024 | Synchronous Session 1 |
| Weeks 2-5 | Sept. 16-Oct. 11, 2024 | Complete online modules at your own pace: Module 1: Introduction to Virtual Exchange Module 2: Preparing for Virtual Exchange Module 3: Sequencing & Task Design |
| Week 6 | Oct. 14-18, 2024 | Synchronous Session 2 |
| Week 7 | Oct. 21-25, 2024 | Submit virtual exchange lesson plan |

Synchronous Sessions

| | Meeting Day/Time |
|----------|------------------|
| Option 1 | TBD |
| Option 2 | TBD |