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TEACHING AND LEARNING CENTER

iLearn / Canvas Help   Report a Problem

TLC Virtual Office Hours

Fall Office Hours on Zoom:

- Peter Howell, 2-4pm Mon - Fri

- Sabrina Lawrence, 8-9am M-Th

Office hours for 1-on-1 and group help are now being held. Please stop in if you need help.
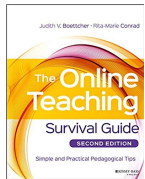
Fall 2020 Instructor Handbook & FAQ

To get to your **iLearn/Canvas course**, go to ilearn.gavilan.edu. Log in with your G number and PIN if prompted.

- Make sure to use a recent version of Firefox or Chrome.
- For quick instructions on specific tasks, please see our iLearn help pages.

Teach with **your phone or tablet.** Download the Canvas Teacher app from your App store or Play store.

Professional Development - Teaching Online

This is our recommended roadmap for instructors who are teaching or considering teaching online.

	The Online Teaching Survival Guide: Simple and Practical Pedagogical Tips Judith V. Boettcher & Rita-Marie Conrad Full text at Gavilan Library, Amazon, Powell's, Library, Goodreads	**Recommended Reading**
	GOTT 1. Boot Camp A self-paced course reviewing campus policies and best practices for teaching online, the various IT systems in place at Gavilan, and a brief introduction to online teaching pedagogy and techniques	**8-10 Hours** **Flex approved** **Mandatory for online & hybrid instructors**
	GOTT 1A. First Look at iLearn By the end of this course, you should be able to use iLearn to supplement your existing face-to-face class. This means being able to find your class, upload files, view a student roster, send messages, and post grades.	**4 Hours** **Flex Approved**
	GOTT 1B. iLearn Basics Basic organization of an online or hybrid course. You will be able to describe and create the most common elements: pages, home page, discussion board, syllabus and navigation. We'll discuss these tools and how they help you accomplish your pedagogical strategies and goals.	**4 Hours** **Flex Approved**
	GOTT 1C. Beyond the Basics Expand your skills with both the mechanics of iLearn and the teaching (learning) techniques they imply. Covers assignments, calendars, gradebook and advanced page layout.	**4 Hours** **Flex Approved**

Professional Development - Other Topics

		Hours vary.
	@ONE provides online courses designed to help you become a better instructor. They're focused on online teaching and range from canvas basics to accessibility to pedagogy best practices.	**Flex Approved.** **Contact FPLC for tuition reimbursement.**
	edWeb is a community of professionals in education and is free for teachers and administrators. They host a variety of professional development webinars and articles. View their calendar of webinars.	**Hours vary.** **Contact FPLC for flex approval.**
	The Chancellor's Office "Vision Resource Center" hosts many, many courses, including from Lynda.com, LinkedIn Learning, SkillSoft, and more, covering a huge variety of topics. Free, registration required.	**Hours vary.** **Contact FPLC for flex approval.**
	The California Academic Senate - Professional Development College offers a five-course series with a focus on curriculum development in the Community College system. This series would be helpful for anyone designing a new course or joining the Curriculum Committee.	**5 Hours** **Flex Approved**

For more topics and ideas, check out:

- The TLC Resources page
- The TLC Training calendar
- Gavilan's Flex Learning and Flex Days
- Gavilan's Faculty Professional Learning Committee (login required)

Individual Appointments

Individual appointments for help or training are available all semester. Drop in for technical help, or contact the DE Staff at disted@gavilan.edu or call (530) 548-5006 to make an appointment.

QUICKLINKS & CONTACT INFO

QUICKLINKS

TLC Home

Flex & Prof. Development

Training

    iLearn/Canvas Help

    Other Technology Help

    Studio (Video)

Resources

    Mentors

Go to iLearn

Open a Trouble Ticket

How to Edit Web Pages

Semester Start Checklist

CONTACT

Sabrina Lawrence
Distance Learning Coordinator
(530) 548-5006
tlc@gavilan.edu

Hours

Monday - Thursday
8am - 8pm

Friday
8am - 3pm

STUDENT RESOURCES

Admissions & Records

Bookstore

CARES Act Emergency Grant

College Catalog

Counseling

Financial Aid

Student Services

Library

Schedule

#metoo
Report an incident

QUICKLINKS

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Board of Trustees

Gavilan College Educational Foundation

Calendars

Tech Support

Employment

Maps & Directions

myGav Portal

Board Agendas and Minutes

OTHER INFO

Associate Degrees For Transfer

Accreditation

Campus Drinking Water

Campus Safety Information & Disclosures

Instructional Locations

Gainful Employment

Gav Data

Register to Vote

Report an Incident

Student Success Scorecard

Student Learning Outcomes

CONTACT US

Contact Form

Employee Directory

Office / Department Directory

Site Feedback

Accessibility

Public Records Request

Office of the President

Gavilan College
5055 Santa Teresa Blvd
Gilroy, CA 95020
(408) 848 - 4800