5 Tips to Increase Your Instructor Presence

Online students need to know that their instructor is "there" in an online class. They need frequent feedback, support, answers to their questions, and to feel like they're part of a larger community. One way to meet these needs is through strengthening your instructor presence in your course. This means being present in your online class in ways that students recognize, and it is an important factor in students' success in online courses. Use the 5 tips below to boost your presence in your online classes.

- **Problem:** Too many student emails asking the same questions.
    - **What to Do:** Create an FAQ document in Canvas - add frequent student questions received in email to the Canvas page (anonymously). Alternatively, pass on frequently asked questions in just-in-time announcements.
- **Problem:** Students aren't reading instructions or don't seem to understand what they're being asked to do.
    - **What to Do:** Provide unit, test, big activity video overviews - use your phone or Kaltura Capture. Alternatively, create a discussion forum in Canvas for each major test or activity for students to ask questions. Encourage them to answer each other's questions, but monitor the forum for accuracy.
- **Problem:** Too many students falling behind and not enough time to reach out 1:1.
    - **What to Do:** Use the Message Students Who tool in the Canvas gradebook to specifically message students who are falling behind or struggling in your course.
- **Problem:** You have a number of students who have disappeared from the course or students don't seem to be completing activities, homework, or accessing provided resources.
    - **What to Do:** Send a video recorded on your phone or with Kaltura Capture to students' UNC Charlotte email addresses to let students know they need to access the course and resources to succeed. Encourage students to attend your office hours to discuss solutions.
- **Problem:** You have too many students in your course to provide timely, relevant feedback.
    - **What to Do:** Use grading templates with common resources pre-populated in each category to speed up feedback. Encourage students to fill out the grading template on their own before submitting their assignment to promote self-reflection and self-directedness.

Resources:

- [Canvas Message Students Who Tool](#)
- [Transferring a video from Iphone to a computer](#)
- [Transferring a video from Android to a computer](#)
- [Loading a video to Kaltura](#)
- [Kaltura Capture Overview](#)