



Teach Online: Develop Your First Online Course

Jeanette S. Cates

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Teach Online: Develop Your First Online Course is a step-by-step guide for creating the instructional materials you need for your online course. It assumes that you have your course already outlined, but need guidance on the types of materials to create and the tools with which to create them.

While this book does not presume to list all of the technical tools and techniques for course development, it does provide examples of industry standards that apply to a wide variety of software. A full list of programs mentioned is included in the detailed table of contents at the back of the book.

Following the easy-to-use directions, you'll walk through a series of development tips and examples that will guide you to:

- Create the most popular learning tools students request
- Determine the ONE question you need to answer about every topic on your course outline - before you start developing your materials
- Choose the tools and methods that give you the largest return on your investment of time, energy, and money
- Decide when to use, how to use, and how to maximize each of the major materials categories
- Balance your talents and preferences as an instructor with your students' needs to learn and apply the materials
- Follow proven models that get your materials finished quickly and ready to teach

With your finished course materials in hand, you will be ready to follow the next steps to teach online!

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