NOTE TO SELF	
What scheduling issues are you taking into consideration at your college or university? What about within your department or program of study?	
When will you hold synchronous sessions? How frequently? For how long?	
How will asynchronous learning bracket live sessions (before and after)?	
What do students need in order to be supportive (but not to burden them with doing school themselves)?	
How will students access technology help?	
How will you collect student questions and concerns?	
How will you coordinate your efforts with other faculty members?	

Retrieved from the companion website for *The Distance Learning Playbook for College and University Instruction: Teaching for Engagement and Impact in Any Setting* by Douglas Fisher, Nancy Frey, John Almarode, and John Hattie. Thousand Oaks, CA: Corwin, www.corwin.com. Copyright © 2021 by Corwin Press, Inc. All rights reserved. Reproduction authorized for educational use by educators, local school sites, and/or noncommercial or nonprofit entities that have purchased the book.