















FACTOR	USING THE “TRAFFIC LIGHT” SCALE, EVALUATE YOUR CURRENT LEVEL OF IMPLEMENTATION (GREEN IS GOOD OR REGULARLY; RED IS THE OPPOSITE).	USING THE SCALE BELOW, DETERMINE HOW IMPORTANT THIS FACTOR IS FOR YOU.
Establishing norms		
Linking norms to class agreements		
Identifying expectations for synchronous distance learning		
Developing and teaching organizational and procedural routines		
Designing a considerate website		
Greeting students		
Learning students’ names and how to pronounce them		
Learning students’ interests	