

Readiness Self-Assessment for Online Learning

This form will help you consider your learning style and resources for online and virtual classes. Please also consult your advisor.

There are three terms used at SUNY Potsdam to describe available courses, **Face-to-Face** (F2F), **Virtual**, and **Online**. You will see two other terms used to refer to how students will complete their work in a course, **synchronous** and **asynchronous**. In all three kinds of classes, students need to be self-motivating and organized to some degree. Elements of each type of class might be found in another course (eg. an online class may have asynchronous modules; an asynchronous class may require scheduled meetings). Below are some definitions of these terms:

A **Face-to-Face** class is designed to be completed in person, through regular meeting times as noted in the schedule. Students and instructors meet together to hear lectures, have discussions, complete labs, etc. in what is often considered the traditional way.

An **Online** class is designed to be completed by all registered students entirely online. Some online classes will have synchronous components which means that students are expected to attend scheduled online conferences or meetings. Other online classes will be fully asynchronous. An asynchronous online class is designed to be delivered online to all students; students generally complete the assigned work at their own pace, with guidance from the instructor. In Online classes there are usually "goalposts" or other kinds of deadlines to help direct students through the work.

A **Virtual** class is a class delivered through video conferencing; students may be required to be present at regularly scheduled times online. Some virtual classes will be mostly asynchronous (students can work through materials on their own schedule); others will be primarily synchronous and instructors will expect regular attendance and participation. Some instructors may opt to offer a course Face-to-Face and Virtual, in order to accommodate different kinds of concerns during the COVID-19 crisis.

Synchronous course work is completed according to an established schedule; everyone in the course completes the work at the same time.

Asynchronous course work is completed according to the schedule of the individual students; there may be deadlines by which work must be completed, but students have much more flexibility for arranging their schedules.

Check all that apply:

- I need online courses because of conflicts with my work/family responsibilities.
- I have a space where I can do my school work.
- It is difficult for me to be on campus every day to attend classes.
- I have responsibilities or personal reasons that require me to limit time around other people.

Please turn over

Answer the following questions using the scale from 1-4.

- 1 This sounds like me.
- 2 This sort of sounds like me.
- 3 This doesn't really sound like me.
- 4 This doesn't sound like me at all.

Learning Style and Academic Skills

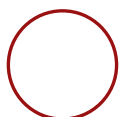
This section will help you consider whether how you learn and your current academic skills might be a match for online classes.

- 1 2 3 4 I like to use the web to explore new topics I am interested in.
- 1 2 3 4 I look or ask for help when I have a problem.
- 1 2 3 4 I tend to follow written instructions carefully.
- 1 2 3 4 I often complete tasks before or at the deadline.
- 1 2 3 4 I am comfortable learning new computer skills.
- 1 2 3 4 I am self-motivated and don't usually need lots of reminders to get things done.
- 1 2 3 4 A lot of my social connections depend on writing/texting/email/social media.
- 1 2 3 4 I don't mind spending a lot of time on the computer.
- 1 2 3 4 I am able to organize my time effectively and regularly use a calendar/organizer.
- 1 2 3 4 I can be energized by conversations and debates online.

Computer Skills and Access

This section asks you to consider your comfort level with technology and your access to required resources.

- 1 2 3 4 I have a broadband internet connection.
- 1 2 3 4 I have (my own) desktop or laptop computer and it is less than three years old.
- 1 2 3 4 I use common software, like Word and PowerPoint.
- 1 2 3 4 I am able to install new software on my computer.
- 1 2 3 4 I have used basic digital course tools before (eg. attaching files, having group video meetings, posting in online forums, opening documents, watching video clips).
- 1 2 3 4 My computer has a web camera.
- 1 2 3 4 I will generally try to troubleshoot a computer problem on my own before asking for help.



Total

