

ACTIVE LEARNING ONLINE

5 EASY BUT EFFECTIVE STRATEGIES

This handout will detail five easy to implement, yet effective, active learning strategies to encourage student engagement in your online session.

Polling

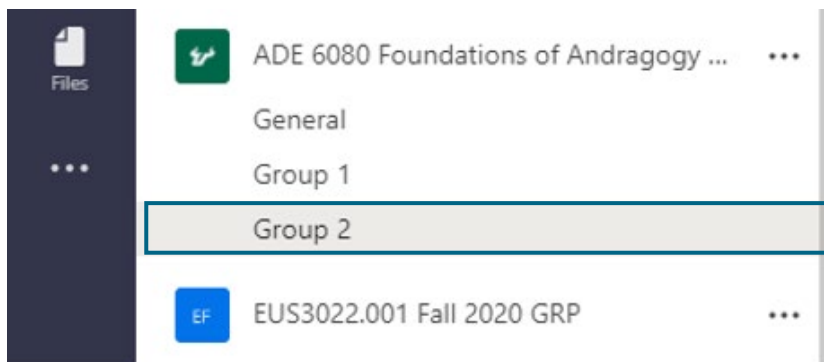
Polling is a great strategy to use in an online session as you can use it to achieve multiple purposes. Some purposes include, but not limited to attendance, just-in-time feedback, informal knowledge checks, and student choice on projects and assignments.

Using Polls in Microsoft Teams

This documents the polling feature when you're in a Microsoft Teams team and would like to use it in your channels.

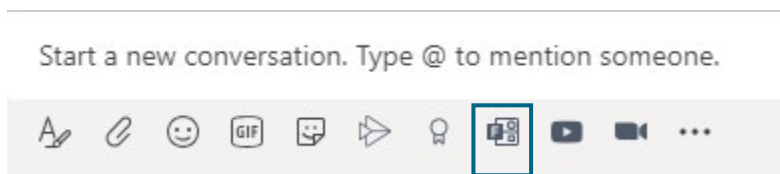
01

Once you have your Team in Microsoft Teams, select the channel you want to poll the participants in.



02

To create the poll, click on the Forms icon below the chat box.



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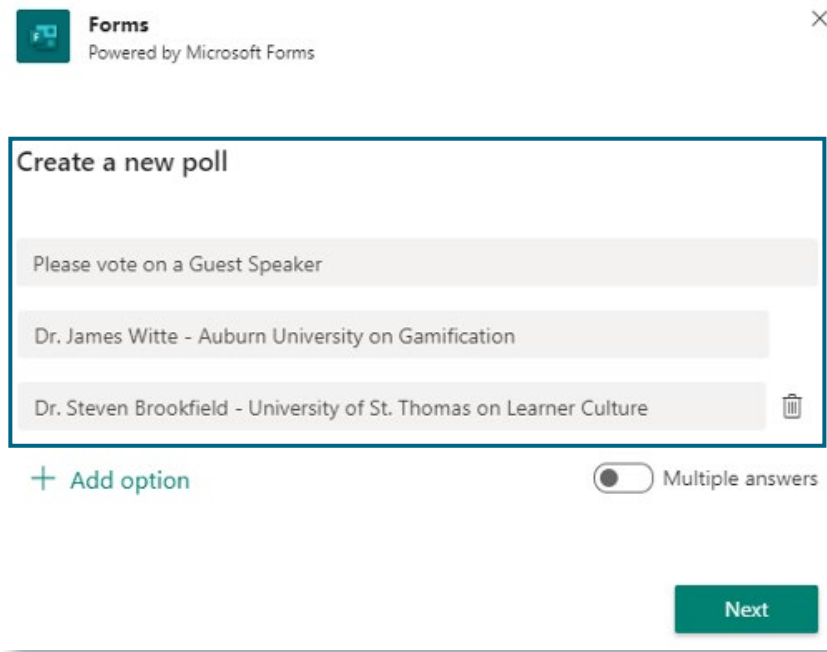
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// 1

03

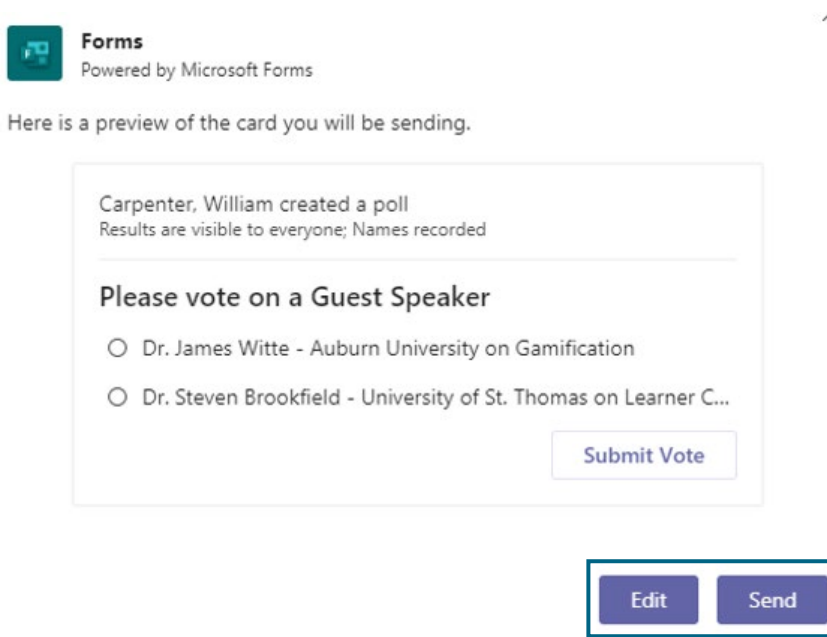
When the **Forms** window appears, fill in the question and responses for your poll. Select **Next** when you are finished.



The screenshot shows a 'Forms' window titled 'Forms Powered by Microsoft Forms'. The main heading is 'Create a new poll'. Below this is a text input field containing 'Please vote on a Guest Speaker'. Underneath are two list items: 'Dr. James Witte - Auburn University on Gamification' and 'Dr. Steven Brookfield - University of St. Thomas on Learner Culture'. A trash icon is next to the second item. At the bottom left is a '+ Add option' button, and at the bottom right is a 'Multiple answers' toggle switch which is currently turned off. A green 'Next' button is located at the bottom right of the window.

04

Microsoft Teams will give you a preview of the poll that will be sent to your students. Choose **Send** to send the poll to students or **Edit** to make changes to the poll.



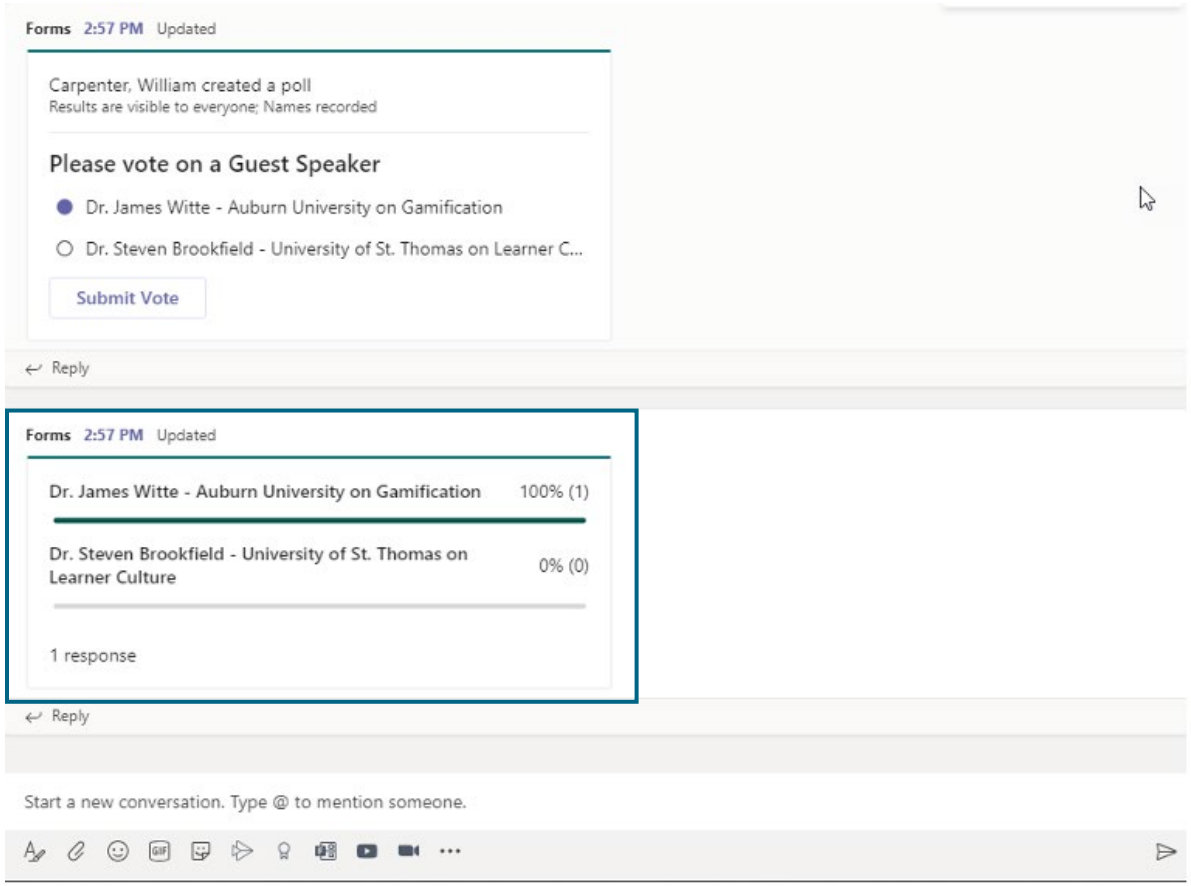
The screenshot shows a 'Forms' window titled 'Forms Powered by Microsoft Forms'. The text reads 'Here is a preview of the card you will be sending.' Below this is a preview card. The card header says 'Carpenter, William created a poll' and 'Results are visible to everyone; Names recorded'. The main heading of the card is 'Please vote on a Guest Speaker'. Below this are two radio button options: 'Dr. James Witte - Auburn University on Gamification' and 'Dr. Steven Brookfield - University of St. Thomas on Learner C...'. A 'Submit Vote' button is at the bottom right of the card. At the bottom of the preview window are two buttons: 'Edit' and 'Send'.

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05

Once you click **Send**, the poll will appear in the chat so you and your students can interact with it. You will see the responses alter in real time.



The screenshot shows a chat window with a poll. The poll title is "Please vote on a Guest Speaker". There are two options: "Dr. James Witte - Auburn University on Gamification" (selected) and "Dr. Steven Brookfield - University of St. Thomas on Learner C...". A "Submit Vote" button is visible. Below the poll, the results are shown: "Dr. James Witte - Auburn University on Gamification" with 100% (1) and "Dr. Steven Brookfield - University of St. Thomas on Learner Culture" with 0% (0). The results are displayed as a horizontal bar chart. The chat interface includes a "Reply" button, a text input field with the placeholder "Start a new conversation. Type @ to mention someone.", and a toolbar with icons for text, link, emoji, GIF, video, voice, and more options.

Forms 2:57 PM Updated

Carpenter, William created a poll
Results are visible to everyone; Names recorded

Please vote on a Guest Speaker

- Dr. James Witte - Auburn University on Gamification
- Dr. Steven Brookfield - University of St. Thomas on Learner C...

Submit Vote

← Reply

Forms 2:57 PM Updated

Dr. James Witte - Auburn University on Gamification	100% (1)
Dr. Steven Brookfield - University of St. Thomas on Learner Culture	0% (0)

1 response

← Reply

Start a new conversation. Type @ to mention someone.

🔍

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Pop Quizzing

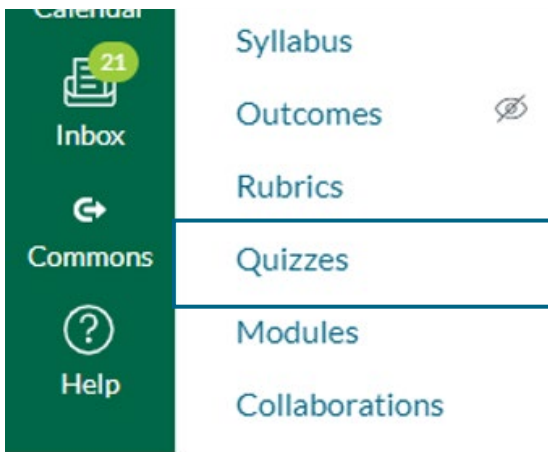
Pop Quizzing is a great way to check your students' understanding of the content you have covered, These quizzes are about one to five questions, and usually graded as part of a participation grade to help to get the student to engage in the content.

Pop Quizzing in Canvas

The Quizzes tool in Canvas allows for Pop Quizzing by creating small quizzes ahead of time. You can also set up these pop quizzes to randomly select questions for your students.

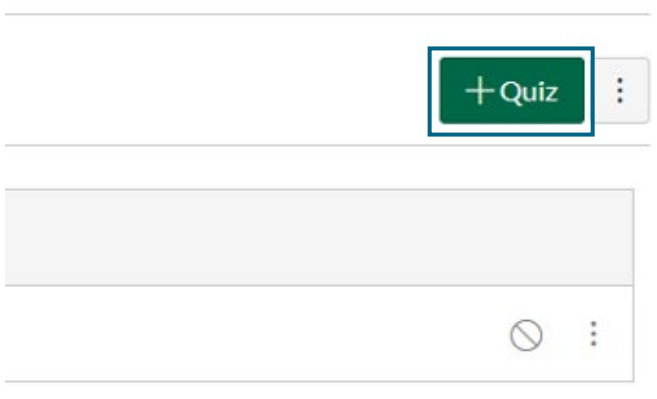
01

To create a Pop Quiz in your course, select the **Quizzes** tab.



02

Next, select the **+Quiz** button in the upper right-hand corner of the screen.



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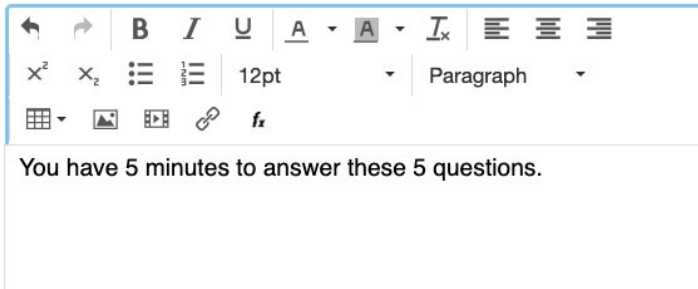
03

Build the Quiz, but in the quiz instructions, inform the students that this is a Pop Quiz with a 5-minute time limit.

Title

Pop Quiz

Instructions



The screenshot shows a rich text editor toolbar with various icons for undo, redo, bold, italic, underline, text color, background color, strikethrough, bulleted list, numbered list, indent, and outdent. Below the toolbar, the text "You have 5 minutes to answer these 5 questions." is displayed in a text box.



Title the quiz as a Pop Quiz with the date to make it easy to find. Also categorize Pop Quizzes as Participation grades and not traditional assessments.

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Collaborative Documents

Using collaborative documents is a great way to get students to work together and implement social learning in the session. Use cases include group lectures notes, group presentations, and course exam notes.

Using Collaborative Documents with Box Notes and Canvas

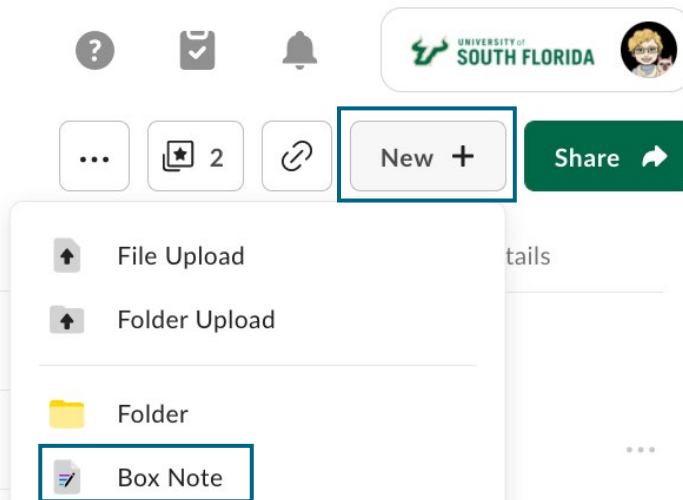
Box Notes offers great functionality for students to create notes and combined with Microsoft Teams or Canvas, makes it easy for faculty to get students to work collaboratively.

01

Access Box by going to <http://usf.box.com> and log in with your USF NetID and password.

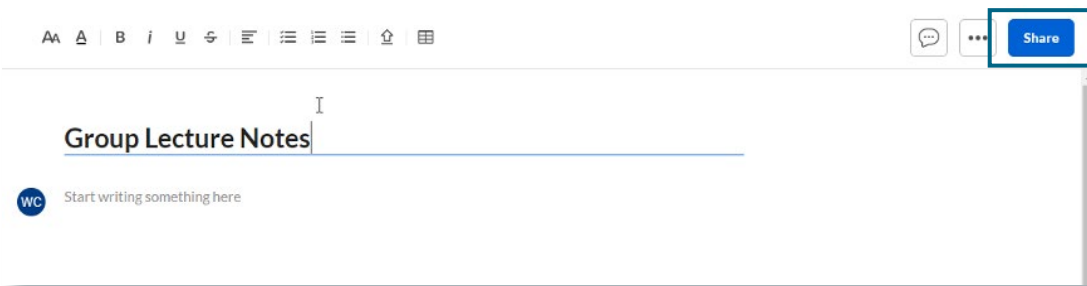
02

Next, select **New +** and then **Box Note** from the dropdown that appears.



03

Once the Box Note interface appears, title the document and select the **Share** button to get the link to share this document with your students.



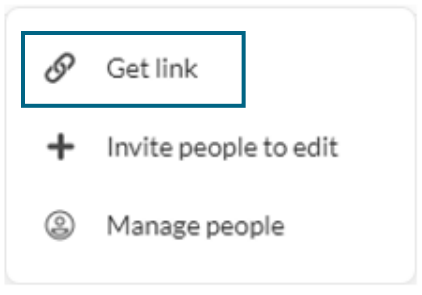
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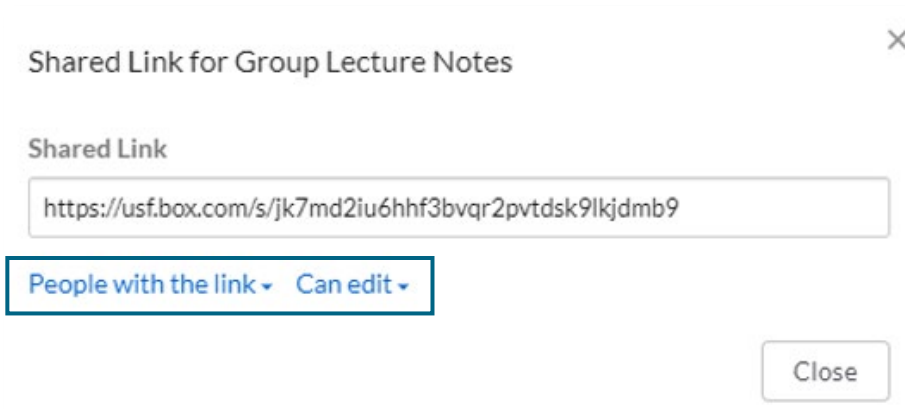
04

In the dropdown that appears, choose the Get link option.



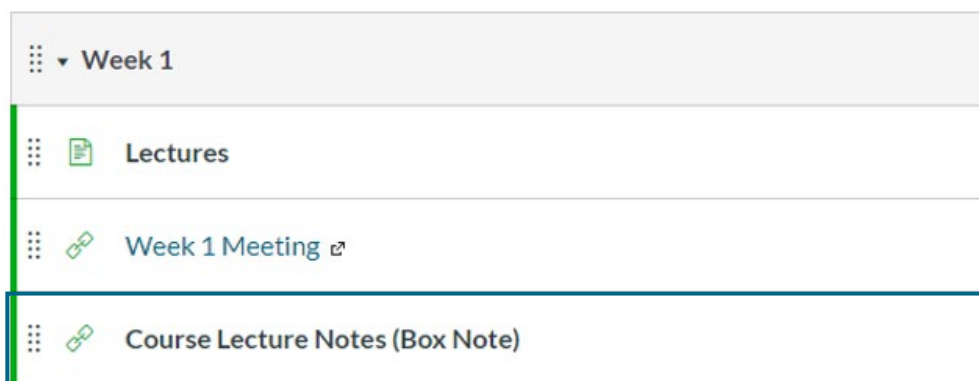
05

Once the Shared Link window appears, make sure that **People with Link** and **Can edit** are chosen beneath the link address. If not, select the dropdowns to choose them. This will ensure students can access the Box Note.



06

After copying the link, post it where you'd like students to see and access it. This could be in a MS Teams chat during a session, or within Canvas.



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Minute Paper

A minute paper also known as timed writing, is an effective way to see how your students are understanding your course content. The question is usually focused, such as, “What was the most important thing you learned today?” An optimal time to conduct this exercise is after a lesson during your online session.

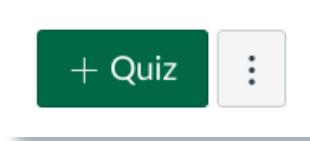
Muddiest Point

Muddiest Point is like Minute Paper, except the focus for students is to write about what currently is confusing them regarding the lesson. In an online session, it is recommended to use the Canvas Quiz tool with an essay type question and give it 1 to 2 minutes time limit for students to write.

Creating a Minute Paper/Muddiest Point Assignment in Canvas

01

To get started, go to your course in **Canvas** and select the **Quizzes tab** in the Course Navigation and add a quiz, as previously.



The purpose of a minute paper is to gauge initial understanding, not mastery of the content. It is recommended to use informal grading, or consider this quiz as part of a course participation grade.

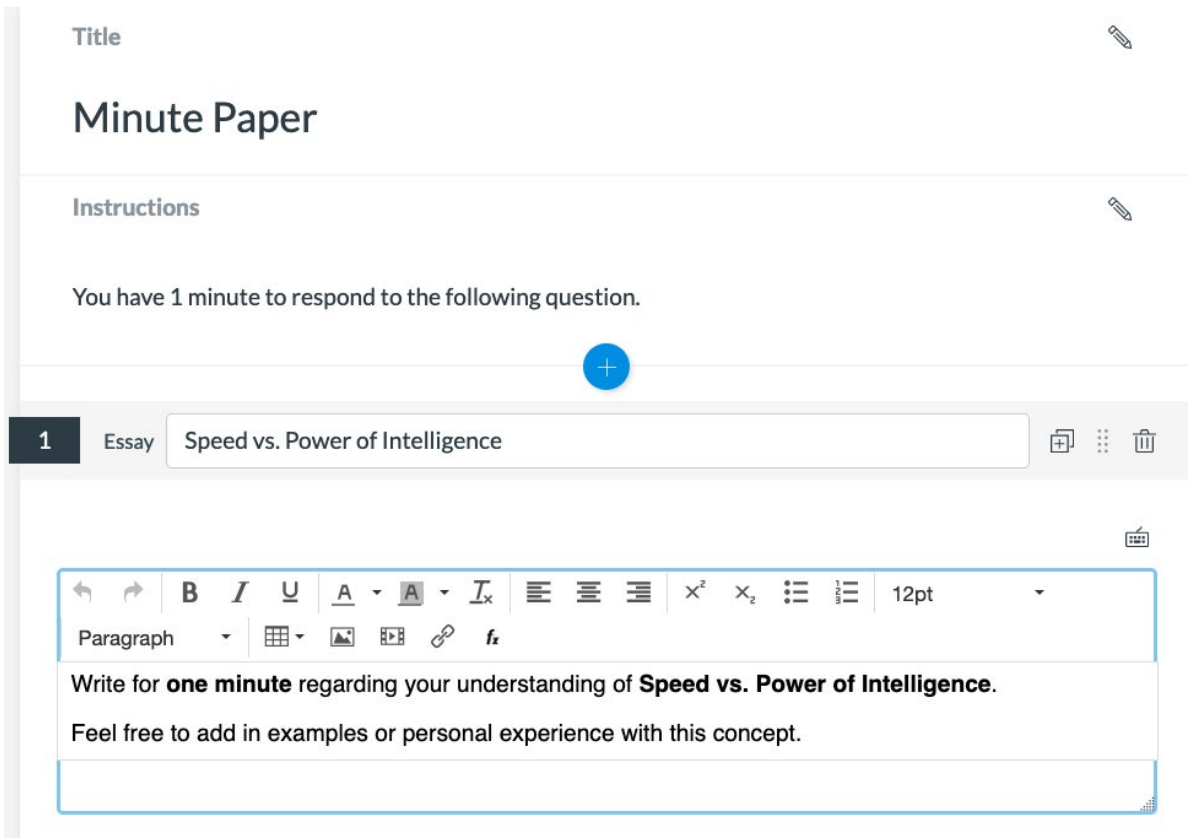
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02

Add 1 Essay Type Question to the Minute Paper/Muddiest Point Quiz and give it a 1 minute time limit.



The screenshot shows a quiz editor interface. At the top, the title is 'Minute Paper'. Below it, the instructions section contains the text: 'You have 1 minute to respond to the following question.' A blue plus sign is visible below the instructions. The question list shows one question: '1 Essay Speed vs. Power of Intelligence'. Below the question list is a rich text editor with a toolbar containing various formatting options like bold, italic, underline, text color, background color, strikethrough, bulleted list, numbered list, indent, decrease indent, increase indent, subscript, superscript, link, unlink, and font size (set to 12pt). The text area of the editor contains the following text: 'Write for **one minute** regarding your understanding of **Speed vs. Power of Intelligence**. Feel free to add in examples or personal experience with this concept.'

03

Publish the Minute Paper/Muddiest Point Quiz when you are ready to conduct it during the online session or after.

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