# Slide 1: Be Present in the Course

In other words: “Make Your Presence Known”; also known as ”Teacher Presence.”

Use the communication tools available in the CMS to indicate your interest and willingness to actively interact and engage students: Discussions, News Announcements, Email.

**How?**

* Model participation behavior.
* Introduce yourself and demonstrate a real interest in the subject matter. Include stories or examples of how the content is used in the real world.
* Keep the communication lines open by including an “Ask Your Instructor” thread in Discussions.
* Use audio clips to share real life and your personality with the students.
* Check emails more frequently and provide lots of feedback during the beginning few weeks to help students adapt to the environment.
* Communicate with students about late work.
* Prompt students if they have not posted to discussions. They may feel unsure about what to post. Provide directions maybe along with an example.
* Email students regularly who are not participating. Request a phone conversation, if needed.
* Post class announcements weekly highlighting important items for the coming week.
* Use progress reports and tracking to monitor progress.