Digital Learning Formats
Matrix of Characteristics and Components

	Blended Learning In-Person and Digital	Asynchronous Digital	Synchronous Digital
Code	CVB	CRB	PAB	PHB	DLU	DLS
Location + Delivery Type	CR/CV/PA/PH = Campus Location B = Blended	DL = Digital Learning U = Unscheduled	DL = Digital Learning S = Scheduled
What is this kind of course all about?	Blended courses are partially held through in-class, on-campus learning and partially digital. In-class learning is scheduled, and the digital learning is done independently following instructor expectations and due dates.	Asynchronous courses only use digital formats. Student learning is done independently following an organized set of content, instructions, and activities. Sometimes an optional live online gathering might happen for office hours, review sessions or group activities following instructor expectations and due dates.	Synchronous courses only use digital formats. They include scheduled live online class times are at specific times according to the published schedule. Student learning follows instructor expectations and due dates.
Short Form Details for Students (Per NIC Codes)	• Includes both digital delivery and on-campus instruction • Digital delivery may be scheduled or unscheduled • Scheduled, on-campus meeting times • Defined start and end dates • Access to a computer and the Internet is required	• Live online meeting times with instructor are optional • Defined start and end dates • Access to a computer and the Internet required	• Scheduled live online meeting times with instructor • Defined start and end dates • Access to a computer and the Internet required
Do Students See and Connect with Instructor?	Yes, in both the on-campus classroom experiences and via the digital format components.	Possibly. While scheduled, live online meeting times are not part of this format for learning, many instructors may plan for optional live, online meeting times.	Yes. This format of learning involves regularly scheduled online gatherings of the class with your instructor.
Student Perspective	You will do most of your learning digitally but will come to campus for required hands-on learning in labs, shops, and studios. Practical and other work placements are held at community locations. Safety measures are in place including cleaning and physical distancing with only small numbers of students in class at a time.	You will learn wherever you have access to a computer and the internet. You will not need to come to campus to complete your course. Your instructor will give you a schedule of assignments and activities with specific due dates. Instructors will use a variety of learning technology platforms for their teaching.	You will learn wherever you have access to a computer and the internet. You will not need to come to campus to complete your course. You will primarily meet online with your instructor on specific dates and times as per the schedule. Your instructor will give you a schedule of assignments and activities with specific due dates.

	Blended Learning In-Person and Digital	Asynchronous Digital	Synchronous Digital
What about Mid-Terms?	Could be written on-campus during the in-person scheduled classes or via the digital format.	Only via digital delivery and during a time when the instructor schedules the release and submission of the mid-term. Could be timed, written at same time or have flexible access options all via digital means.	Only via digital delivery and during a time when the instructor schedules the release and submission of the mid-term. Could be timed, written at same time or have flexible access options all via digital means.
What about Exams?	If instructor has chosen to have an exam held during NIC's Exam Period in December via the regular process for scheduling exams, exam will be written only via digital delivery during the scheduled exam time (unless accreditation or other professional standards require in-person exams – determination made by Dean). The instructor is the invigilator.	If instructor has chosen to have an exam held during NIC's Exam Period in December via the regular process for scheduling exams, exam will be written only via digital delivery during the scheduled exam time. The instructor is the invigilator.	If instructor has chosen to have an exam held during NIC's Exam Period in December via the regular process for scheduling exams, exam will be written only via digital delivery during the scheduled exam time. The instructor is the invigilator.
Do students come to campus?	Yes, some of the time.	No	No
Do students have to regularly attend classes?	Yes, only for the in-person, on campus scheduled classes. For digital delivery activities students follow instructor expectations and due dates.	Since there are no scheduled classes, student engage in learning activities following instructor expectations and due dates.	Yes, for the online scheduled classes. For other digital delivery activities, students follow instructor expectations and due dates.
Is learning done via digital tools and platforms?	Yes, for some of the time.	Yes, all the time.	Yes, all the time.
Do students require internet access and a computer?	Yes	Yes	Yes
Can students learn if they only have a smartphone?	Smartphones are not recommended for learning experiences as the primary device.	Smartphones are not recommended for learning experiences as the primary device.	Smartphones are not recommended for learning experiences as the primary device.
Which format is best suited for what kinds of learning experiences?	Courses that have experiential, hands-on, applied learning that requires in-class learning experiences. Courses that require assessment of learning to be done in-class. The courses also must be able to host content delivery in the online environment for a 'flipped learning' model.	Courses that have little to no experiential or hands-on learning and can suitably deliver content via an independent digital format with engagement, communication, and assessment activities organized by the instructor ahead of time. Courses that do not require online live interactions between instructors and students.	Courses that have little to no experiential or hands-on learning but require a live classroom time to deliver content and engage learners via a video web conferencing platform at scheduled times. Courses that require regular live online interactions between instructor and students.

	Blended Learning In-Person and Digital	Asynchronous Digital	Synchronous Digital
Full Description of Formats for Delivery of Courses	Teaching and learning activities occur in the on-campus classroom and in digital formats using a variety of learning technologies and digital resources. The course has scheduled and required in-class instruction and contact time between instructor and students. The course also has regular digital interactions between the course instructor and students. The amount of time for the digital activity vs. the in-class activity is set by the instructor and varies by course. Students should refer to the course meeting schedule or outline for more details. Blended courses often have content delivered in digital formats leaving the in-class time for application activities, experiential and hands-on learning along with specific assessments. There are defined expectations and deadlines for completion of assignments and other course related activities both for the on-campus classes and digital interactions. Students may have to work in groups with other students or do collaborative activities. Group activities may be done during in-class and/or via digital format interactions. Mid-terms, tests, and quizzes including any final exams will take place digitally via a variety of formats. If a final exam is scheduled for the course, the exam will take place digitally on a certain day/time according to the institutional exam schedule. There may be optional real-time office hours as part of the course.	Teaching and learning activities occur in digital formats using a variety of learning technologies and digital resources. The course has no required live online interactions and contact time between instructor and students. The course is characterized by regular and substantive online interactions between the course instructor and students. The level and type of interaction will be determined by the instructor. There are defined expectations and deadlines for completion of assignments and other course related activities. Students can participate and communicate in the course without having to be online at the same time. Students may have to intermittently work in groups with other students or undertake collaborative activities, but these can be done asynchronously. Mid-terms, tests, and quizzes including any final exams will take place digitally via a variety of formats. If a final exam is scheduled for the course, the exam will take place digitally on a certain day/time according to the institutional exam schedule. There may be optional live, online office hours and/or group times as part of the course.	Teaching and learning activities occur in digital formats using a variety of learning technologies and digital resources. The class focuses on concurrent, collective, and collaborative learning amongst students. The course has required real-time, live online interactions and regular class contact time scheduled between the instructor and students most often using a desktop video/web conferencing platform and other digital learning tools. The course is characterized by regular and substantive digital interactions between course instructor and students which occur both in the live classes and through digital content and activities. There are defined deadlines for completion of assignments and other course related activities. Students may have to intermittently work in groups with other students or undertake collaborative activities, but these can be done both in live online sessions and offline through other digital tools at times that work well for all group members. Mid-terms, tests, and quizzes including any final exams will take place digitally via a variety of formats. If a final exam is scheduled for the course, the exam will take place digitally on a certain day/time according to the institutional exam schedule. There may be optional live, online office hours.

	Blended Learning In-Person and Digital	**Asynchronous** Digital	**Synchronous** Digital
Internet Bandwidth	**Medium** Requires good connection for accessing web page, watching videos, websites, etc. If using BlueJeans will need reliable and robust web connectivity.	**Medium** Requires good connection for accessing web page, watching videos, websites, etc. If using BlueJeans will need reliable and robust web connectivity.	**High** Requires good wired connection or strong wireless, no other apps open and turning off other people streaming videos etc. in house for best results.
Benefits	Uses in-class, on-campus classes for applied hands-on learning tools, techniques, and resources. Using Blackboard Learn for other content puts content and activities in a central spot. Password-protected for all activities. Grades, assignment handing in, and content sharing are top tools.	Using Blackboard Learn for content puts content and activities in a central spot for students. Password-protected for all activities. Grades, assignment handing in, and content sharing are top tools. Can use BlueJeans for optional review session and office hours.	Students may like experience of talking to peers and instructor. BlueJeans app is easy to use for access. Community like face-to-face classes. Breakout groups, chat, record, screen share – many tools for holding live sessions.
Drawbacks	Must move between in-class, on-campus learning, and digital learning. If not familiar with blended learning, may take time to adjust.	Without good organization, clean layouts and file management, students will experience challenges in finding content and determining expectations for learning.	Students need good bandwidth and a laptop or computer. Possible student challenges with time zones, access to a video camera, microphone, and speakers.
Access to Technologies	All courses and sections of courses have blank **Blackboard** course shells created. Access via: https://mynic.nic.bc.ca/ under 'My Blackboard Learn Classes', link off NIC home page or via https://learn.nic.bc.ca/ NIC faculty can request a **BlueJeans** account at helpdesk@nic.bc.ca and log in at https://bcnet.bluejeans.com/. Students do not need account – just URL link or meeting ID to join by browser, app, or phone. NIC faculty and students have access to video recording and storage through Blackboard Learn (My Media) including the free **Kaltura** Capture tool for screen casting along with access through NIC MediaSpace at https://video.nic.bc.ca/ Faculty Queries: helpdesk@nic.bc.ca	All courses and sections of courses have blank **Blackboard** course shells created. Access via: https://mynic.nic.bc.ca/ under 'My Blackboard Learn Classes', link off NIC home page or via https://learn.nic.bc.ca/ NIC faculty can request a **BlueJeans** account at helpdesk@nic.bc.ca and log in at https://bcnet.bluejeans.com/. Students do not need account – just URL link or meeting ID to join by browser, app, or phone. NIC faculty and students have access to video recording and storage through Blackboard Learn (My Media) including the free **Kaltura** Capture tool for screen casting along with access through NIC MediaSpace at https://video.nic.bc.ca/ Faculty Queries: helpdesk@nic.bc.ca	All courses and sections of courses have blank **Blackboard** course shells created. Access via: https://mynic.nic.bc.ca/ under 'My Blackboard Learn Classes', link off NIC home page or via https://learn.nic.bc.ca/ NIC faculty can request a **BlueJeans** account at helpdesk@nic.bc.ca and log in at https://bcnet.bluejeans.com/. Students do not need account – just URL link or meeting ID to join by browser, app, or phone. NIC faculty and students have access to video recording and storage through Blackboard Learn (My Media) including the free **Kaltura** Capture tool for screen casting along with access through NIC MediaSpace at https://video.nic.bc.ca/ Faculty Queries: helpdesk@nic.bc.ca