TIPS FOR ENGAGING STUDENTS REMOTELY

The following tips are designed to support success in online Community Engaged Learning (CEL) courses. We are committed to working with you to scope a project that aligns your organization's goals with course learning outcomes, and can be successfully completed online. CEL can be an opportunity to gain fresh perspectives while shifting online and to mentor the next generation of community leaders.

PLANNING

- Ensure the necessary resources and supports are available for the project to be completed in an online format. (e.g. is there a dedicated person that can supervise the project? Will you be able to share any important examples or historical information with the student?)
- Determine the feasibility of project in relation to the time frame and number of hours students are able to commit (typically 2-3 hours per week in a project-based CEL course).

COMMUNICATION

- Determine how you will communicate with the student and how often, and share that plan with the student (e.g. we'll meet bi-weekly for 30 minutes via Zoom and we'll communicate by email between meetings). Regular communication by both the community partner and student is key to avoiding misunderstanding and ensuring a successful outcome.
- Consider any privacy/confidentiality concerns and let the students know of any policies or best practices. Zoom has been chosen as Western's campus-wide web conferencing solution and Western Technology Services has outlined the following privacy considerations.

RELATIONSHIP BUILDING & MENTORSHIP

- Consider ways to help the student(s) get to know your organization and team (e.g., online volunteer orientation, virtual "site visit", virtual team social, etc.). The Project Proposal Form is a great place to share links to resources that students can explore to prepare for their first meeting with you.
- Kick off the project with a first meeting via video conferencing. During the meeting, complete the Student and Community Partner Expectations Agreement together to ensure that expectations and project deliverables are clearly defined.
- Provide ongoing guidance and feedback. This might be the student's first opportunity to work with a community partner. Be available to help with questions or troubleshooting. Encourage students to share their work with you early and often for feedback.
- Exercise patience. While the student has committed their time to your organization, the course is typically one of five courses that the student is taking, many of which have shifted to online delivery. Set expectations and project scope with this in mind.

RESOURCES

- Student and Community Partner Expectations Agreement
- Community Partner Guide to Community Engaged Learning
- Keep in touch with the CEL team (cel@uwo.ca) and/or the course instructor. We are here to support you!