Best Practices Form

Instructions: *Submit this form as a separate attachment with your completed Program Review.* Programs often do something particularly well; usually they have learned through assessment—sometimes trial and error—what solves a problem or makes their programs work so well. These are often called **Best Practices** and can help others. Please share the practices your program has found to be effective. The contact information lets others know whom to contact for more information. This part of Program Review is linked to the Student Success Strategic Goal: "Become an exemplary model of student success by developing and implementing best practices." For examples of Best Practices visit the [Program Review Committee's website](#).

Program/Department: BMIT – BSAD   Name of Chair/Director/Manager: Phil Whitney

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Best Practice(s):

The following are examples of the pedagogic practices that I use in my courses.

- Moodle, a course management system, can be used for both online and face-to-face courses. Benefits of utilizing Moodle for face-to-face courses include: the instructor can effectively communicate with all students outside of class, post course content that is accessible to students both in and outside of class, and the online quizzing feature can be used to help prompt outside of class homework. Students can be instructed to complete quizzes outside of class which may motivate them to review the concepts covered both in class and in their textbook.

- Classroom Virtual Machines (VMs) are also used as learning tools in my courses. Virtual Machines give an instructor the ability to setup and demonstrate complex topics that require multiple "machines" running simultaneously. Furthermore, VMs allow students to complete hands-on laboratories both individually and as a group.

- Deployment/Provisioning technologies are also used to more efficiently setup Virtual Machines in the classroom. Utilizing such technologies enables the instructor to distribute updated and preconfigured operating systems to students.

- Discussion Handouts which list various terms and topics are also used to get students more involved in classroom discussions. At the start of a class period students are asked to review/analyze a discussion handout relevant to the assigned chapter resulting in a more vocally active instructor/student classroom discussion.