

# Administrator Resources

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## Introduction to Hybrid and Online Teaching Course

The Teaching & Learning Centre offers a fully online Introduction to Hybrid & Online Teaching course. This boot camp style course is offered each semester to faculty who are looking for practical hands-on experience underpinned with hybrid learning course design theory. The course will be delivered asynchronously with 2 optional F2F/Online sessions that will also be recorded and runs over 6 weeks where you will work through interactive modules, participate in weekly discussions and complete a series of weekly assignments that you can use in your hybrid/online course. The estimated time to complete weekly readings and activities is about 2-3 hours. We've set the course up to allow for maximum flexibility for participants to complete the work in a way that works with their schedule. The only hard deadlines each week are to complete the assignments and discussions as indicated on the course timeline. Faculty who complete all required components of the course will be eligible to receive a micro-credential in Hybrid Learning!

To learn more about the course please contact Teaching & Learning Centre for more information: [teaching@senecapolytechnic.ca](mailto:teaching@senecapolytechnic.ca).

To register in the course please visit [MyPD](#).

## Workflow

This workflow provides an overview of the development process from submitting a request to project completion.

[Workflow](#)

## Project Request Form

This project request is a preliminary needs analysis that will allow us to determine the scope of work, allocate resources and assign a cost for each development project. Please complete this form and submit it to [development@senecapolytechnic.ca](mailto:development@senecapolytechnic.ca) for review.

## Quality Framework

As part of Seneca's commitment to quality and teaching standards of practice, a quality framework has been developed to evaluate the quality of hybrid and online courses at Seneca. This quality framework can be used as a guide when developing hybrid and online courses and as a tool to evaluate existing online and hybrid courses. If you have questions about how to interpret or apply the framework, please email the Teaching & Learning Centre Team at [teaching@senecapolytechnic.ca](mailto:teaching@senecapolytechnic.ca).

[Access Seneca's Quality Framework Rubric \(a guide to improving the quality of your online/hybrid course design and delivery\)](#)

[Quality Framework for Designing & Delivering Online/Hybrid Courses](#)

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