Fostering inclusive (inclusion) habits and practices in my classroom

Some practical tips that I engage in is by implementing aspects of Universal Design for Learning (UDL). UDL is about using a lens that acknowledges differences in the classroom. It is about adopting strategies that recognizes that there are different ways for students to showcase their learning in terms of understanding that there are multiple ways of "Engagement", "Representation" and "Expression": Two tips for you to consider includes:

1. Use open education resources – there are many benefits of OER's for Students and Instructors. One key one is reducing the educational cost for students, providing access for students, and providing academic freedom for me as an instructor.

2. Communicating your expectations effectively to the students is extremely important. – using the syllabus and weekly reminders. I find that using a template from Jung shared in a recent workshop has been useful for students to be aware of their activities each week has been useful – providing the same information in different ways.

Below are two examples of documentations that I use to communicate evaluation and assessment expectations.

Evaluation: Course grades consist of the following components

Evaluation Component	Individual	Team	Total
Participation • Informal Group Contributions = 4% • Class Contribution - Discussions= 3%	7%		7%
Library Lab	3%		3%
Individual Assignments A and B	10%		10%
Team Project: Progress Report		2%	2%
Case Study Report		10%	10%
Peer Teamwork Evaluation and		3%	3%
Reflections		5%	5%
Team Presentation			
Quizzes (4 x 2.5%)	10%		10%
Mid-Term Exam	20%		20%
Final Exam	30%		30%
Totals	**80%**	**20**	**100%**

Sample Assessment Plan – BUSN3110

Evaluation Component	Individual Weight	Group Weight	Deadline
Informal Group Contributions	4%		Weeks 2-12
Class Contribution - Discussions	3%		Week 2-14
Participation (7%)			
Library Lab	3%		Week 5
Assignment A	5%		Week 6
Assignment B	5%		Week 8
Assignments (13%)			
Progress Report		2%	Week 9
Case Study Report		10%	Week 13
Team Presentation		5%	Week 13-14
Peer Evaluation and Reflections	3%		Week 14
Team Project and Peer Assessment (20%)			
Quiz 1	2.5%		Week 3
Quiz 2	2.5%		Week 6
Quiz 3	2.5%		Week 10
Quiz 4	2.5%		Week 12
Quizzes (2.5% *4 = 10%)			
Mid- Term (20%)	20%		Week 8
Final Exam (30%)	30%		Week 15