

# Reduce

TIME

# Reuse

materials

Save time in class preparation each semester by

**REUSING & REPURPOSING**

your materials!

Unless the content is time-specific, you should be able to reuse a lot of the same materials that you created for your online course:



Have students view your videos or part of your videos before class and make time for more interactions during class.



Reuse questions from online quizzes, assignments, discussions or exams for practice & feedback.

Even if the course is different, copying the structure, e.g. "modules", can be a real time saver. Keep the modules and pages and just update the text as you would with a template.



videos, problem sets, quiz questions, assignments

**You can often keep the same explanatory language around projects, assignments, and discussion boards, and just replace the specific details.**



# Repurpose

CANVAS SITE

**Canvas is easy to copy over from one semester to the next.**



**Full course sites are great for students!**

It reduces the chance that they will miss something because there is one place to go for information that is up to date and organized.



Even with in person classes, students often comment on Canvas's usefulness for course clarity.