

## KEY TO INSTRUCTIONAL METHODS FOR DISTANCE EDUCATION AT WNE

The chart below provides general guidance on expectations for course delivery and course attendance for fully and partially online courses at WNE. For specific information about meeting times and locations for particular course sections, rely on the following resources: Self-Service, the course syllabus, and the final exam schedule. Distance Education courses adhere to Eastern Time (Eastern Standard Time and Eastern Daylight Time).

<b>What appears in Self-Service (Instruction Type &amp; abbreviation)?</b>	<b>How is course content delivered?</b> <i>Courses must adhere to the WNE's <u>Catalog's Policy on the Credit Hour System</u>.</i>	<b>What is the student's responsibility for engagement and attendance?</b> <i>Students are expected to attend classes and complete final exams as described on the course syllabus.</i>
<b>Hybrid (HYBRD)</b>	Delivered with at least 30% of weekly instruction in person on campus and with at least 30% of weekly instruction online (synchronously or asynchronously as specified in the course syllabus).	Students attend classes on campus at scheduled times as specified in Self-Service and engage in the online portion of the course synchronously or asynchronously as specified in the course syllabus. Assignments due on dates for asynchronous attendance default to deadlines of 11:59 PM unless otherwise stated on course syllabus.
<b>Online Asynchronous (ONLIN)</b>	Delivered fully online.	Students complete coursework asynchronously at times of their choosing and by dates and times specified on the course syllabus. Assignments due on dates for asynchronous attendance default to deadlines of 11:59 PM unless otherwise stated on course syllabus.
<b>Online Synchronous (ONSYN)</b>	Delivered synchronously online at scheduled times.	Students attend classes synchronously online at scheduled times.
<b>Online &amp; Limited On-Campus (ONLTD)</b>	Delivered primarily online (synchronously and/or asynchronously as specified in the course syllabus), but the course also meets in person on campus at specified times during the semester as scheduled in Self-Service. Classes held in person on campus will not exceed 30% of required instruction hours for the course.	Students attend classes on campus at scheduled times and engage in the online portion of the course synchronously and/or asynchronously as specified in the course syllabus. Assignments due on dates for asynchronous attendance default to deadlines of 11:59 PM unless otherwise stated on course syllabus.
<b>Online &amp; Flexible Mode (ONFLX)</b>	Delivered in the classroom at scheduled times and is also made accessible online (synchronously and/or asynchronously as specified in the course syllabus).	A student may choose to attend any class either in person on campus or online (with options and requirements for synchronous or asynchronous attendance as specified in the course syllabus).