

Reference Books

1. Charpentier, M., & Riccio, J. (2017). The Power of Social Media: Strategies for Nonprofits. Jossey-Bass.
2. Scott, D. M. (2017). The New Rules of Marketing and PR: How to Use Social Media, Online Video, Mobile Applications, Blogs, News Releases, and Viral Marketing to Reach Buyers Directly. Wiley.

	Evaluation Component	Weightage (%)
1	Activities	20
2	Project/Presentation	20
3	Attendance	10
4	End Term Examination	50

VAC066	ONLINE CLASSROOM MANAGEMENT
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course on Online Classroom Management is designed to equip educators and facilitators with the skills and knowledge needed to effectively manage online learning environments. Participants will explore best practices, strategies, and tools for creating engaging and organized online classrooms, fostering a positive and inclusive online learning community, and addressing challenges that may arise in virtual education settings.

Course Objectives

The course will enable the students to:

- Understand the significance of effective online classroom management.
- Implement strategies for creating a structured and engaging virtual learning environment.
- Promote a positive and inclusive online learning community.

- Address common challenges in online education, including student behavior and technical issues.
- Utilize online classroom management tools and platforms.
- Foster effective communication and collaboration in the virtual classroom.
- Reflect on their own teaching practices and continuously improve their online classroom management skills.

Course Outcomes

Upon successful completion of this course, students will be able to:

- CO1: Explain the importance of effective online classroom management.
- CO2: Implement strategies to structure and engage students in the virtual learning environment.
- CO3: Foster a positive and inclusive online learning community.
- CO4: Address common challenges in online education and support students effectively.
- CO5: Utilize online classroom management tools and platforms.
- CO6: Facilitate communication and collaboration in the virtual classroom.
- CO7: Reflect on their teaching practices and make ongoing improvements to online classroom management.

Course Content

Module 1: Introduction to Online Classroom Management 2 hours

- The Role of Online Classroom Management
- Ethical Considerations in Online Education
- Understanding the Online Learner
- Setting Expectations and Ground Rules

Module 2: Structuring the Online Learning Environment 4 hours

- Designing and Organizing the Virtual Classroom
- Creating Clear Learning Objectives
- Building a Course Schedule and Syllabus
- Time Management for Instructors and Learners

Module 3: Building a Positive Online Learning Community 4 hours

- Establishing a Sense of Belonging
- Promoting Inclusivity and Diversity
- Icebreakers and Team Building Activities
- Conflict Resolution and Building Relationships

Module 4: Addressing Common Challenges 4 hours

- Managing Student Behavior and Engagement
- Dealing with Technical Issues and Support
- Strategies for Assessment and Feedback
- Providing Support and Resources

Module 5: Online Classroom Management Tools

4 hours

- Learning Management Systems (LMS)
- Communication and Collaboration Tools
- Assessment and Grading Software
- Data Privacy and Security

Module 6: Effective Communication and Collaboration

5 hours

- Clear and Timely Communication
- Facilitating Discussions and Group Work
- Engaging Students in Active Learning
- Building a Virtual Classroom Culture

Module 7: Reflecting and Improving

4 hours

- Self-Reflection and Evaluation of Practices
- Continuous Improvement in Online Classroom Management
- Peer Review and Collaboration
- Preparing for Future Challenges and Trends

Module 8: Practicum and Application

3 hours

- Development of an Online Classroom Management Plan
- Simulated Classroom Management Scenarios
- Peer Review and Feedback
- Final Reflection on Course and Future Growth

Practicum

The course includes a practicum where participants will develop an online classroom management plan, engage in simulated classroom management scenarios, receive peer review and feedback, and reflect on their learning experiences.

Textbooks

1. Boettcher, J. V., & Conrad, R. (2016). The Online Teaching Survival Guide: Simple and Practical Pedagogical Tips. Wiley.
2. Palloff, R. M., & Pratt, K. (2013). Lessons from the Virtual Classroom: The Realities of Online Teaching. Wiley.



K.R. MANGALAM UNIVERSITY
E D U C A T I O N F O R L I F E
(Recognized by UGC and a member of AIU)

Ref.No.:KRMU/Admin./Notice/2020-21/ 2167(C) Dated: 05th December, 2020

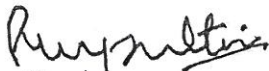
NOTICE

This is to put for information that School of Education is offering Value-Added Course (VAC) for all interested students during Even Semester as per the following specifications.

Course Code	Course Title	Coordinating Department / School	Duration
VAC061	Values and Ethics in Ancient Indian Traditions	SOED	30 Hrs.
VAC063	Creating Digital Learning Resources	SOED	30 Hrs.
VAC066	Online Classroom Management	SOED	30 Hrs.

- a) *Maximum 100 seats are available for the course.*
- b) *Course Start Date: 02 January 2021*
- c) *Couse End Date: 19 March 2021*

All interested students are required to confirm their registration with the Dean-School of Education latest by **23th December, 2020.**


Registrar

Copy to:

- Vice Chancellor : For kind information
- Dean (Academics Affairs)
- Controller of Examinations
- All Deans/ School Coordinators
- All Faculty Members/ Mentors
- Notice Board
- Office Copy



Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)



ATTENDANCE SHEET

AC COURSE FOR ACADEMIC YEAR 2020-21

COURSE CODE: VAC066

COURSE TITLE: ONLINE CLASSROOM MANAGEMENT

ROLL NO	NAME	PROGRAM ME	SEMESTER	2-Jan-21	3-Jan-21	4-Jan-21	7-Jan-21	9-Jan-21	10-Jan-21	11-Jan-21	14-Jan-21
1711260001	GEETIKA VARMA	B.El.Ed.	Semester VIII	P	P	P	P	P	P	P	P
1711260002	SHIKHA KHATRI	B.El.Ed.	Semester VIII	P	P	P	P	P	P	P	P
1711260003	NIMISHA KHANEJA	B.El.Ed.	Semester VIII	P	P	P	P	P	P	P	P
1711260004	NEHARIKA	B.El.Ed.	Semester VIII	P	P	P	P	P	P	P	P
1711260005	CHHAVI SHARMA	B.El.Ed.	Semester VIII	P	P	P	P	P	P	P	P
1711260005	CHHAVI SHARMA	B.El.Ed.	Semester VIII	P	P	A	P	P	P	P	P
1711260006	KANAK CHAUDHARY	B.El.Ed.	Semester VIII	P	P	P	P	P	P	P	P
1711260007	AARTI CHAUHAN	B.El.Ed.	Semester VIII	P	P	P	P	P	P	P	P
1711260007	AARTI CHAUHAN	B.El.Ed.	Semester VIII	P	P	P	P	P	P	P	P
1711260008	TANIYA VATS	B.El.Ed.	Semester VIII	A	P	P	P	P	P	P	P
1711260009	KIRAN	B.El.Ed.	Semester VIII	P	P	P	P	P	P	P	P
1711260010	DOLLY	B.El.Ed.	Semester VIII	P	P	P	P	P	P	P	P
1711260011	MANSI KHANNA	B.El.Ed.	Semester VIII	A	P	A	A	A	P	P	P
1711260012	KHYATI SINGH	B.El.Ed.	Semester VIII	P	P	P	P	A	P	P	P

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Dean
School of Education
K.R. Mangalam University
Gurgaon, Haryana



ATTENDANCE SHEET

VAC COURSE FOR ACADEMIC YEAR 2020-

COURSE CODE: VAC066

COURSE TITLE: ONLINE CLASSROOM MANAGEMENT

NAME	15-Jan-21	16-Jan-21	18-Jan-21	21-Jan-21	24-Jan-21	28-Jan-21	30-Jan-21	1-Feb-21	4-Feb-21	5-Feb-21	6-Feb-21
GEETIKA VARMA	P	P	A	P	P	A	P	P	A	A	P
SHIKHA KHATRI	P	P	A	P	P	A	P	A	P	P	P
NIMISHA KHANEJA	P	P	P	A	P	P	P	P	P	P	P
NEHARIKA	P	A	P	P	P	P	P	A	A	A	P
CHHAVI SHARMA	A	P	P	P	A	P	P	P	A	P	P
CHHAVI SHARMA	A	P	P	P	P	P	P	P	P	P	A
KANAK CHAUDHARY	A	A	P	P	P	P	P	P	P	P	P
AARTI CHAUHAN	A	P	P	P	P	P	A	P	A	A	A
AARTI CHAUHAN	P	P	A	P	A	P	A	P	P	P	P
TANIYA VATS	P	A	A	A	P	P	P	A	P	P	P
KIRAN	P	P	P	P	A	P	P	P	P	P	P
DOLLY	P	P	P	P	A	P	P	P	P	P	P
MANSI KHANNA	A	P	P	P	P	A	P	P	P	A	P
KHYATI SINGH	P	P	P	P	A	P	P	P	A	P	P

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18 Jan
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COURSE CODE: VAC066
COURSE TITLE: ONLINE CLASSROOM MANAGEMENT

NAME	7-Feb-21	8-Feb-21	11-Feb-21	12-Feb-21	14-Feb-21	15-Feb-21	19-Feb-21	22-Feb-21	25-Feb-21	1-Mar-21	6-Mar-21
GEETIKA VARMA	P	A	P	P	A	P	P	P	P	P	P
SHIKHA KHATRI	A	P	P	P	P	P	A	P	P	A	P
NIMISHA KHANEJA	P	P	P	P	A	A	A	A	P	P	A
NEHARIKA	A	P	A	P	P	P	P	P	P	P	A
CHHAVI SHARMA	P	P	A	P	P	P	P	P	P	P	P
CHHAVI SHARMA	A	P	P	P	A	P	P	A	P	A	P
KANAK CHAUDHARY	P	A	P	P	P	P	P	P	P	P	P
AARTI CHAUHAN	P	P	P	P	P	P	P	P	P	P	P
AARTI CHAUHAN	P	P	P	P	P	P	P	P	P	P	P
TANIYA VATS	P	P	P	P	P	P	P	P	P	P	P
KIRAN	A	A	P	A	P	P	P	P	P	P	P
DOLLY	P	A	P	P	P	P	P	P	P	A	P
MANSI KHANNA	P	P	A	P	P	P	A	P	P	P	P
KHYATI SINGH	P	P	P	A	A	P	P	P	A	P	P

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VAC COURSE FOR ACADEMIC YEAR 2020-21

COURSE CODE: VAC066

COURSE TITLE: ONLINE CLASSROOM MANAGEMENT

NAME	12-Mar-21	14-Mar-21	15-Mar-21	18-Mar-21	19-Mar-21	TOTAL	Present	Percentage
GEETIKA VARMA	P	P	P	P	A	35	28	80.00
SHIKHA KHATRI	P	P	A	P	P	35	28	80.00
NIMISHA KHANEJA	A	P	P	A	P	35	27	77.14
NEHARIKA	P	P	P	P	P	35	29	82.86
CHHAVI SHARMA	P	P	A	P	P	35	27	77.14
CHHAVI SHARMA	A	P	A	P	P	35	28	80.00
KANAK CHAUDHARY	P	P	P	A	A	35	30	85.71
AARTI CHAUHAN	P	P	P	P	A	35	29	82.86
AARTI CHAUHAN	P	A	P	A	P	35	29	82.86
TANIYA VATS	P	A	P	P	P	35	28	80.00
KIRAN	A	A	P	A	P	35	27	77.14
DOLLY	A	P	P	P	P	35	28	80.00
MANSI KHANNA	P	P	P	P	P	35	29	82.86
KHYATI SINGH	P	P	P	P	P	35	29	82.86

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K.R. MANGALAM UNIVERSITY
THE COMPLETE WORLD OF EDUCATION

VALUE ADDED COURSE (VAC)
ACADEMIC YEAR 2020-21
COURSE CODE: VAC066
COURSE TITLE: ONLINE CLASSROOM MANAGEMENT
COURSE OFFERED BY: SCHOOL OF EDUCATION (SOED)
LIST OF STUDENTS COMPLETING THE COURSE

S.NO	SESSION	ROLL NO	NAME	PROGRAM	SEMESTER	COURSE CODE	COURSE TITLE	SCHOOL
1	2020-21	1711260001	GEETIKA VARMA	B.El.Ed.	Semester VIII	VAC066	ONLINE CLASSROOM MANAGEMENT	SCHOOL OF EDUCATION (SOED)
2	2020-21	1711260002	SHIKHA KHATRI	B.El.Ed.	Semester VIII	VAC066	ONLINE CLASSROOM MANAGEMENT	SCHOOL OF EDUCATION (SOED)
3	2020-21	1711260003	NIMISHA KHANEJA	B.El.Ed.	Semester VIII	VAC066	ONLINE CLASSROOM MANAGEMENT	SCHOOL OF EDUCATION (SOED)
4	2020-21	1711260004	NEHARIKA	B.El.Ed.	Semester VIII	VAC066	ONLINE CLASSROOM MANAGEMENT	SCHOOL OF EDUCATION (SOED)
5	2020-21	1711260005	CHHAVI SHARMA	B.El.Ed.	Semester VIII	VAC066	ONLINE CLASSROOM MANAGEMENT	SCHOOL OF EDUCATION (SOED)
6	2020-21	1711260006	KANAK CHAUDHARY	B.El.Ed.	Semester VIII	VAC066	ONLINE CLASSROOM MANAGEMENT	SCHOOL OF EDUCATION (SOED)
7	2020-21	1711260007	AARTI CHAUHAN	B.El.Ed.	Semester VIII	VAC066	ONLINE CLASSROOM MANAGEMENT	SCHOOL OF EDUCATION (SOED)
8	2020-21	1711260009	KIRAN	B.El.Ed.	Semester VIII	VAC066	ONLINE CLASSROOM MANAGEMENT	SCHOOL OF EDUCATION (SOED)
9	2020-21	1711260010	DOLLY	B.El.Ed.	Semester VIII	VAC066	ONLINE CLASSROOM MANAGEMENT	SCHOOL OF EDUCATION (SOED)
10	2020-21	1711260011	MANSI KHANNA	B.El.Ed.	Semester VIII	VAC066	ONLINE CLASSROOM MANAGEMENT	SCHOOL OF EDUCATION (SOED)
11	2020-21	1711260012	KHYATI SINGH	B.El.Ed.	Semester VIII	VAC066	ONLINE CLASSROOM MANAGEMENT	SCHOOL OF EDUCATION (SOED)

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This is to certify that **GEEETIKA VARMA**, University Enrolment No **1711260001** of **B.El.Ed.** programme has successfully qualified **VALUE ADDED COURSE VAC066** (Online Classroom Management) during Academic Session **2020-21** (Even Semester).

Date: 23.08.2021

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This is to certify that **SHIKHA KHATRI**, University Enrolment No **1711260002** of **B.El.Ed.** programme has successfully qualified **VALUE ADDED COURSE VAC066** (Online Classroom Management) during Academic Session 2020-21 (Even Semester).

Date: 23.08.2021

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This is to certify that **NIMISHA KHANEJA**, University Enrolment No **1711260003** of **B.El.Ed.** programme has successfully qualified **VALUE ADDED COURSE VAC066** (Online Classroom Management) during Academic Session **2020-21** (Even Semester).

Date: 23.08.2021

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This is to certify that **NEHARIKA**, University Enrolment No **1711260004** of **B.El.Ed.** programme has successfully qualified **VALUE ADDED COURSE VAC066 (Online Classroom Management)** during Academic Session **2020-21 (Even Semester)**.

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This is to certify that **CHHAVI SHARMA**, University Enrolment No **1711260005** of **B.El.Ed.** programme has successfully qualified **VALUE ADDED COURSE VAC066** (**Online Classroom Management**) during Academic Session **2020-21** (**Even Semester**).

Date: 23.08.2021

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This is to certify that **KANAK CHAUDHARY**, University Enrolment No **1711260006** of **B.El.Ed.** programme has successfully qualified **VALUE ADDED COURSE VAC066** (Online Classroom Management) during Academic Session **2020-21** (Even Semester).

Date: 23.08.2021

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This is to certify that **AARTI CHAUHAN**, University Enrolment No **1711260007** of **B.El.Ed.** programme has successfully qualified **VALUE ADDED COURSE VAC066** (**Online Classroom Management**) during Academic Session **2020-21** (**Even Semester**).

Date: 23.08.2021

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This is to certify that **KIRAN**, University Enrolment No **1711260008** of **B.El.Ed.** programme has successfully qualified **VALUE ADDED COURSE VAC066 (Online Classroom Management)** during Academic Session **2020-21 (Even Semester)**.

Date: 23.08.2021

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This is to certify that **DOLLY**, University Enrolment No **1711260010** of **B.El.Ed.** programme has successfully qualified **VALUE ADDED COURSE VAC066 (Online Classroom Management)** during Academic Session **2020-21 (Even Semester)**.

Date: 23.08.2021

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CERTIFICATE OF COMPLETION

This is to certify that **MANSI KHANNA**, University Enrolment No **1711260011** of **B.El.Ed.** programme has successfully qualified **VALUE ADDED COURSE VAC066 (Online Classroom Management)** during Academic Session **2020-21 (Even Semester)**.

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CERTIFICATE OF COMPLETION

This is to certify that **KHYATI SINGH**, University Enrolment No **1711260012** of **B.El.Ed.** programme has successfully qualified **VALUE ADDED COURSE VAC066** (Online Classroom Management) during Academic Session **2020-21** (Even Semester).

Date: 23.08.2021

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