

**Palm Beach Community College
Academic Affairs
Defining Text for Special Designators and Standard Class Notes – Web Classes**

1. Panhernet Special Designators For Web Content Courses

Type of Web Content	Using WebCT	Using Epack (publisher server), other instructor designed web sites
Web Enhanced	WC	IC
Hybrid/Blended Courses	WH	HY
Fully Online	WP, DL	C1, DL

Text that will display on web:

- **WC/IC - Web Enhanced Class** – all on-campus class meetings supplemented with online materials/ activities.
Faculty Training – Level 1
- **WH/HY - Hybrid/ Blended Class**– combination of online and on-campus meetings for instruction and activities
Faculty Training – Level 2
- **WP/C1 - Online Class** - 100% of class is presented online but may have mandatory tests in a secure testing environment
Faculty Training – Level 3

More extensive definitions will be placed on a web page under the Distance Learning website. These definitions should provide links to sample WebCT websites that illustrate web class types so that students will see what is expected in online learning.

2. **Use of the Web Content Designators** - These web class special designators may only be placed on a class if the instructor has the appropriate training level. Programming now underway at the consortium will check to see if the assigned faculty member has the appropriate training. The special designators are only applied to the class with the approval of the dean or associate dean of the sponsoring campus.
3. **Syllabi and Faculty Web Page** – All faculty who have been approved to teach classes with Web Content designators must have a faculty web page and syllabi available online on the PBCC designated faculty home page saved in PDF or Word format. The syllabi should be posted as soon as the class is loaded, but at least one week before the registration period for the semester opens. If the class is added after the registration period opens, the syllabi should be placed on line within 24 hours of the class being added to the schedule.
4. **Standard Class Notes** – the following class notes **MUST** appear on a class that have web content designators. Additional notes may be added **after** the standard note text.

Note for Web Component Classes (WC or IC)

This class contains an online component that supplements the in-class meetings. Students may use their own Internet connected computer or may use a PBCC student computer lab to access the class materials. For more information, please see the instructor's website at: _____ or email the instructor at _____.

Note for Hybrid Classes (WH or HY)

This class is a combination of in-class meetings and online instruction. Students may use their own Internet connected computer or may use a PBCC student computer lab to access the class materials. Course web site: http://_____. For more information, please see the instructor's website at: _____ or email the instructor at _____.

Note for Online Classes (WP or C1)

This class is presented completely online but may require the student to take tests in a secure testing environment. Students may use their own Internet connected computer or may use a PBCC student computer lab to access the class materials. Course web site: http://_____. Students must logon by (date) and complete the class orientation by (date). For more information, please see the instructor's website at: _____ or email the instructor at _____.

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