

# University of Kansas

## Office of the University Registrar

### Help Sheet for Instructional Modes



**INTRODUCTION:** Accurately and consistently applying instructional modes to courses is critical for setting expectations among students, faculty, and advising staff, as well as complying with external governing body and accreditation requirements.

#### In-Person Class (P)

A class delivered primarily with face-to-face instruction

**In-Person**

**76-100%**

**Online**

**0-24%**

**0-24%** of formalized instruction and interaction occurs at a distance from campus

**For a 3-credit hour semester class, students can expect:**

- Scheduled classroom time on campus each week, usually totaling just under 3 hours
- Possibly some instruction/interaction online
- An average of 6 or more hours of preparation and homework each week outside of class

#### Hybrid Classroom Class (HC)

A blended class with significant in-person classroom instruction, but with some online activity

**In-Person**

**26-75%**

**Online**

**25-74%**

**25-74%** of formalized instruction and interaction occurs at a distance from campus

**For a 3-credit hour semester class, students can expect:**

- Instruction time equal to a 3-credit in-person class, with some of this instruction online
- On-campus and distance components alternating consistently or only certain class sessions on-campus
- An average of 6 or more hours of preparation and homework each week outside of class

#### Hybrid Online Class (HO)

A blended class largely delivered online, with some in-person classroom instruction

**In-Person**

**1-25%**

**Online**

**75-99%**

**75-99%** of formalized instruction and interaction occurs at a distance from campus

**For a 3-credit hour semester class, students can expect:**

- During most weeks of the class, 2.5-3 hours of instructional activity and interaction is conducted online
- One or more required on-campus sessions
- An average of 6 or more hours of preparation and homework each week outside of class

#### Online Class (WW)

An online class that uses technology to deliver instruction to students separated from the instructor

**Online**

**100%**

**100%** of formalized instruction and interaction occurs at a distance from campus

**For a 3-credit hour semester class, students can expect:**

- 0 hours of required time on campus (including for exams)
- 3 hours per week, on average, of instructional activity and interaction conducted online
- An average of 6 or more hours of preparation and homework each week outside of class

**CLASS SECTIONS:** Each section can only have one instructional mode. If you are offering a course utilizing multiple instruction modes, a section must be created for each mode.

**FORMALIZED INSTRUCTION:** KU is committed to ensuring courses with online components and fully online courses provide an engaging equivalent to face-to-face instruction. In an online environment, "formalized instruction" may take the form of one-on-one or group video chat communications, instructor-facilitated asynchronous discussion boards, instructor-facilitated long-term projects, narrated presentations, online synchronous lecture sessions, recorded lectures, and many other options.