Instruction and Learning Mode Guide – Effective Spring 2021

<u>Synchronous</u> <u>classes</u> - Students and instructors are online at the same time. Lectures, discussions, and presentations occur on a specific day at a specific time.

<u>Asynchronous</u> classes - Instructors provide materials, lectures, tests, and assignments that can be accessed online any time.

Instruction Mode	APDB Learning Mode	Facility ID Bld/Room	Meeting Pat Days/times	Space Type	
	tructional course section, c	ampus meetings may b	e required (examples: orie	ntation, mid-term/final	
xam, performance atte		ONLINE	ONLL	2 Non consiste	
OL	03	ONLINE	ONLI	3-Non capacity	
ynchronous online instr varticipate in a synchron neetings may be require neetings	ne. Some campus				
OS	04	ONLINE	Days and times	3-Non capacity	
imes are scheduled for t luring the designated da	nronous online instructiona the term. Students are expe by and time. Some campus r e. No instructional face-to-f	ected to participate in meetings may be requi	a synchronous format/inte	raction with the instructor	
НО	11	row#1 ONLINE row#2 ONLINE	Row#1 Days and times row#2 ONLI	3-Non capacity (both rows)	
lesignated classroom on					
CA	05	row#1 Bld and room row#2 ONLINE	row#1 Days and times row#2 ONLI	row#1 1 (Lec) or 2 (Lab) row#2 3-Non capacity	
lybrid in person and sy n	05 nchronous online course sec n a specific day and time in a	row#2 ONLINE	row#2 ONLI uired to participate on-cam	row#2 3-Non capacity	
lybrid in person and sy n	nchronous online course sec	row#2 ONLINE	row#2 ONLI uired to participate on-cam	row#2 3-Non capacity	
esignated classroom on CS CS Asynchronous online countries for the term dequires Course Attribut	nchronous online course sec a a specific day and time in a 06 urse section that allows Nor . No campus meetings allow	row#2 ONLINE tion, students are required addition to a synchronous row#1 Bld and room row#2 ONLINE CSUSB CSU students are required as a company of the com	row#2 ONLI uired to participate on-cam ous online instruction com row#1 Days and times row#2 Days and times to enroll if seats are availar/time for synchronous interviews	row#2 3-Non capacity npus/face-to-face in a conent. row#1 1 (Lec) or 2 (Lab) row#2 3-Non capacity able during open eraction with instructor.	Additional coding in Course Attributes FONL AB386
esignated classroom on CS CS Asynchronous online countries of the term	nchronous online course sec a a specific day and time in a 06 urse section that allows Nor . No campus meetings allow	row#2 ONLINE ction, students are required addition to a synchronous row#1 Bld and room row#2 ONLINE	row#2 ONLI uired to participate on-cam ous online instruction com row#1 Days and times row#2 Days and times	row#2 3-Non capacity npus/face-to-face in a conent. row#1 1 (Lec) or 2 (Lab) row#2 3-Non capacity able during open	Course Attributes
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CS Asynchronous online countries Course Attribut FO Asynchronous online countries Course Attribut FO Asynchronous online countries Course Attribut FO Asynchronous online countries CSUSB CSU students during the designated day/time. CM Jote - as of Fall 2020 FC	ochronous online course section a specific day and time in a of time i	row#2 ONLINE tion, students are required addition to a synchronous row#1 Bld and room row#2 ONLINE CSUSB CSU students and room row#2 ONLINE thave been approved to the first day row of FONL/CM. ONLINE	row#2 ONLI uired to participate on-cam ous online instruction comp row#1 Days and times row#2 Days and times to enroll if seats are availar /time for synchronous inte ONLI for CourseMatch. 15 seats r prior to instruction. No ca	row#2 3-Non capacity npus/face-to-face in a conent. row#1 1 (Lec) or 2 (Lab) row#2 3-Non capacity able during open eraction with instructor. 3-Non capacity s must be reserved for non ampus meetings allowed,	Course Attributes FONL AB386 Additional coding in Course Attributes
CS Asynchronous online countries Attribut FO Asynchronous online countries Course Attribut FO Asynchronous online countries Course Attribut FO Asynchronous online countries CSUSB CSU students during designated day/time. CM	ochronous online course section a specific day and time in a of time i	row#2 ONLINE tion, students are required addition to a synchronous row#1 Bld and room row#2 ONLINE CSUSB CSU students and room row#2 ONLINE thave been approved to the first day row of FONL/CM. ONLINE	row#2 ONLI uired to participate on-cam ous online instruction comp row#1 Days and times row#2 Days and times to enroll if seats are availar /time for synchronous inte ONLI for CourseMatch. 15 seats r prior to instruction. No ca	row#2 3-Non capacity npus/face-to-face in a conent. row#1 1 (Lec) or 2 (Lab) row#2 3-Non capacity able during open eraction with instructor. 3-Non capacity s must be reserved for non ampus meetings allowed,	Course Attributes FONL AB386 Additional coding in Course Attributes

The following information is to be used as examples of how to code for Instruction and Learning Modes.

OL/03 - Online/Asynchronous Class Section - Considered 100% online.

Some campus meetings may be required for orientation, mid-term, final exam, performance attendance. No instructional face-to-face meetings.

Basic Data Page

Instruction Mode=OL

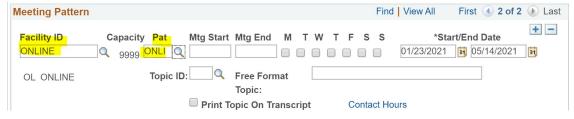
*Instruction Mode:	OL Q	Online Class Section
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Meetings Page

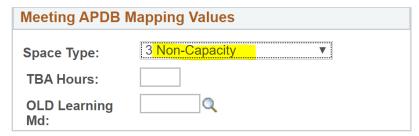
APDB Class Section Values Learning Mode=03

APDB Class Section Va	lues	
CS Number: Workload Factor:	05 Q K	NEVER EVER change or remove the CS Number or Component Units
Component Units: Component Students:	2.00	
Group Code Control:	▼	
*APDB Learning Mode:	03	

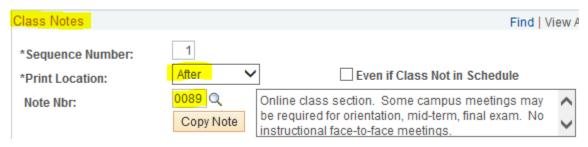
Meeting Pattern Facility ID=ONLINE, Pat (Days)=ONLI



Meeting APDB Mapping Values Space Type=3



Class Notes Page

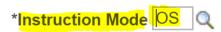


OS/04 - Online/Synchronous Class Section - Considered 100% online.

Specific days and times scheduled for the term. Students are expected to participate in a synchronous format/interaction with the instructor during the designated day and time. Some campus meetings may be required for orientation, mid-term, final exam, performance attendance. No instructional face-to-face meetings.

Basic Data Page

Instruction Mode=OS



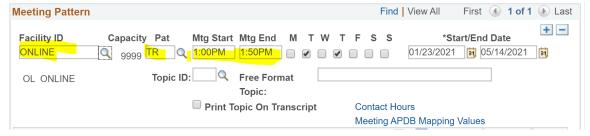
Online Synchronous Section

Meetings Page

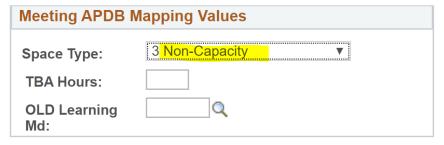
APDB Class Section Values Learning Mode=04



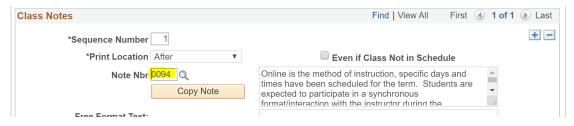
Meeting Pattern Facility ID=ONLINE, Pat (Days)= day(s) and time of synchronous instruction



Meeting APDB Mapping Values Space Type=3



Class Notes Page



HO/11 - Online/Synchronous and Asynchronous Class Section - Considered 100% online.

In addition to online asynchronous instruction, online synchronous-specific days and times-are scheduled for the term. Students are expected to participate in a synchronous format/interaction with the instructor during the designated day and time. Some campus meetings may be required for orientation, mid-term, final exam, performance attendance. No instructional face-to-face meetings.

Basic Data Page

Instruction Mode=HO

*Instruction Mode HO					1_
	*Instru	iction	Mode	HO	Q

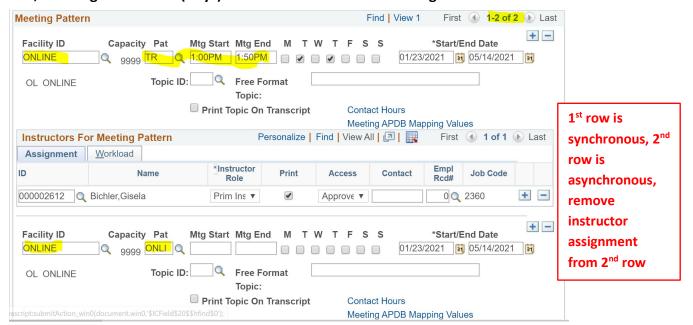
Hybrid-Online/Sync and Async

Meetings Page

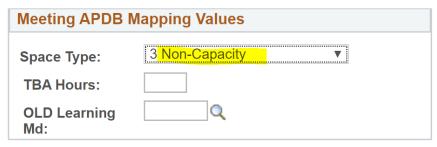
APDB Class Section Values Learning Mode=11

APDB Class Section Va	lues		
CS Number: Workload Factor:	01 Q K	1.0	NEVER EVER change or remove the CS Number or Component Units
Component Units: Component Students: Group Code Control:	3.00		
*APDB Learning Mode:	11		

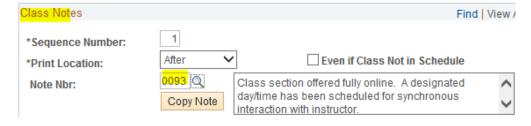
Meeting Pattern requires two rows, the first row must be the synchronous row and include Facility ID=ONLINE, Meeting day(s) and time. The second row must be the asynchronous row and include Facility ID=ONLINE, Meeting Pattern Pat (Days) = ONLI. Remove instructor assignment from 2nd row.



Meeting APDB Mapping Values Space Type=3 for both rows.



Class Notes Page



CA/05 - Hybrid Classroom Instruction with Asynchronous Online Instruction Component -

Considered as hybrid with percentage of online instruction less than 100%.

Hybrid course section, students are required to participate on-campus/face-to-face in a designated classroom on a specific day and time in addition to an asynchronous online instruction component. Two Meeting Pattern rows required.

Basic Data Page

Instruction Mode=CA

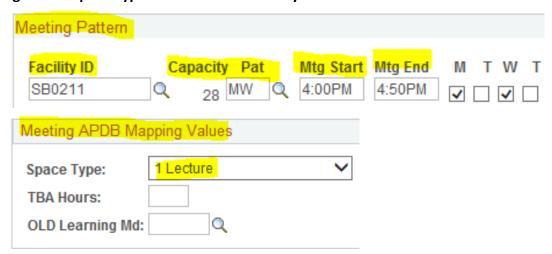
*Instruction Mode CA	Classroom+Asynchronous Online
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Meetings page

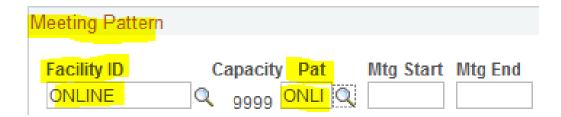
APDB Class Section Values Learning Mode=05

APDB Class Section Valu	ies		
CS Number: Workload Factor: Component Units:	05 Q K 1.0	0	NEVER EVER change or remove the CS Number or Component Units
Component Students:			
Group Code Control:	~		
*APDB Learning Mode:	05 Q		

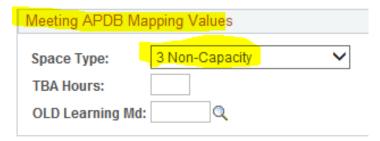
Meeting Pattern Row#1 Facility ID must be a valid campus classroom, Pat (Days) and Times required. APDB Mapping Values Space Type=1 Lecture or 2 Activity or 4 Multimode



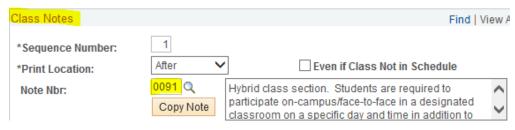
Meeting Pattern Row#2 Facility ID=ONLINE, Pat (Days)=ONLI, Meeting APDB Mapping Values Space Type=3. Note: remove instructor assignment from 2nd row. Remove instructor assignment from 2nd row.



Revised 8/20/2020



Class Notes page



CS/06 - Hybrid Classroom Instruction with Synchronous Online Instruction Component -

Considered as hybrid with percentage of online instruction less than 100%.

Hybrid course section, students are required to participate on-campus/face-to-face in a designated classroom on a specific day and time in addition to a synchronous online instruction component. Two Meeting Pattern rows required.

Basic Data Page

Instruction Mode=CS

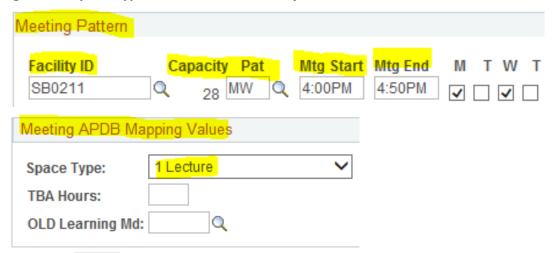
*Instruction Mode CS	Q	Classroom+Synch	nronous Online

Meetings page

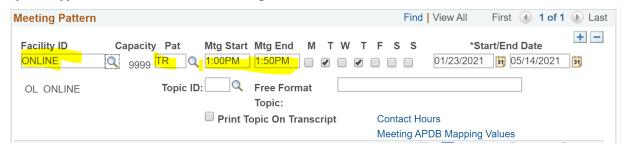
APDB Class Section Values Learning Mode=06

APDB Class Section Values			
CS Number: Workload Factor:	02 K	1.0	NEVER EVER change or remove the CS Number or Component Units
Component Units: Component Students: Group Code Control:	3.00		
*APDB Learning Mode:	06		

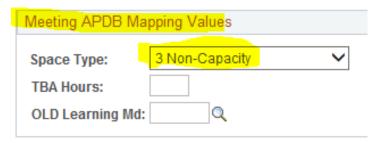
Meeting Pattern Row#1 Facility ID must be a valid campus classroom, Pat (Days) and Times required. APDB Mapping Values Space Type=1 Lecture or 2 Activity or 4 Multimode.



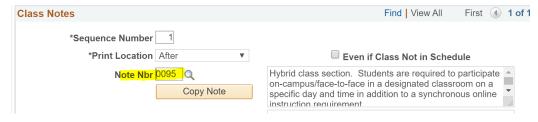
Meeting Pattern Row#2 Facility ID=ONLINE, Pat (Days) and Times required. Meeting APDB Mapping Values Space Type=3. Remove instructor assignment from 2nd row.



Revised 8/20/2020



Class Notes page

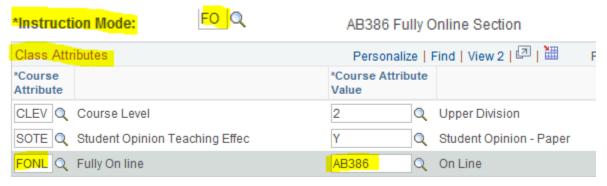


FO/01 – Asynchronous Fully Online Class Section in compliance AB386 - Considered 100% online.

No campus meetings required, no designated day/time for synchronous interaction with instructor. Class section requires Course Attribute row of FONL/AB386. Non CSUSB CSU students may enroll if seats are available during open enrollment for the term.

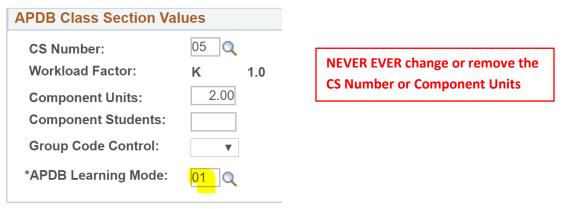
Basic Data Page

Instruction Mode=FO, Class Attribute=FONL/AB386

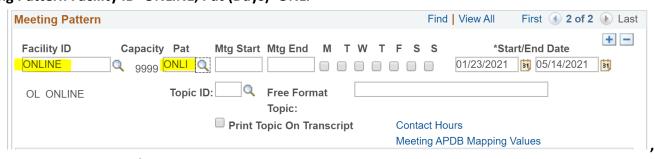


Meetings Page

APDB Class Section Values Learning Mode=01



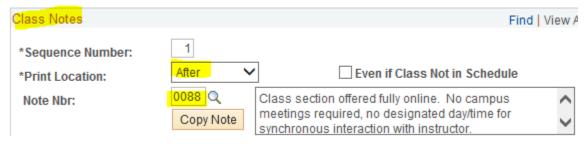
Meeting Pattern Facility ID=ONLINE, Pat (Days)=ONLI



Meeting APDB Mapping Values Space Type=3

Meeting APDB Mapping Values				
Space Type:	3 Non-Capacity ▼			
TBA Hours:				
OLD Learning Md:	Q			

Class Notes Page



CM/01 – Asynchronous CourseMatch Class Section - Considered 100% online.

For courses that have been approved for CourseMatch. 15 seats must be reserved for non CSUSB CSU students during enrollment for the term through the first day prior to instruction. No campus meetings required, no designated day/time. Class section requires Course Attribute row of FONL/CM.

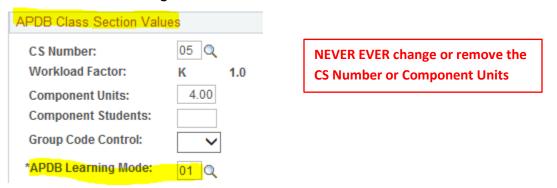
Basic Data Page

Instruction Mode=CM, Class Attribute=FONL/CM



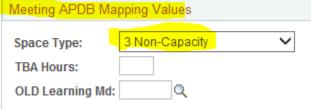
Meetings page

APDB Class Section Values Learning Mode=01



Meeting Pattern Facility ID=ONLINE, Pat (Days)=ONLI

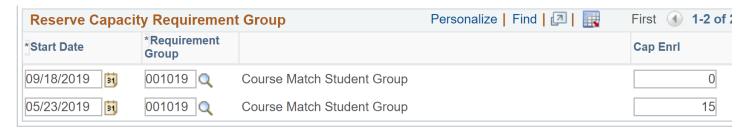




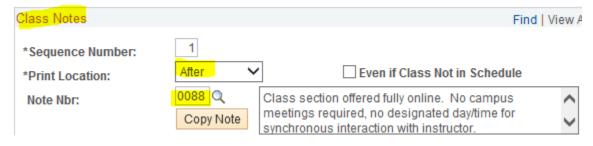
Reserve Cap page

Reserve Capacity Requirement Group – 15 seats must be reserved for non CSUSB CSU students. 1st row is the end date for reserving seats, date is set to day before instruction begins for the term and Cap Enrl set to 0 (zero), 2nd row is the begin date for reserving seats, date is set to first day of registration for the term and Cap Enrl set to 15

Revised 8/20/2020



Class Notes page



Default - P/09 - Classroom Instruction - Considered 100% face-to-face.

Standard instruction with face-to-face meetings. Default values for sections added to the term are Instruction Mode=P, APDB Learning Mode=09, and Space Type=1, 2 or 3 as set at the catalog level. Supervision courses, unless specifically designated otherwise, are also coded as P. No Class Note Number recommended.

Basic Data Page

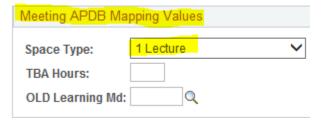
Instruction Mode=P Default Instruction Mode is *Instruction Mode: Classroom Instruction P/Classroom Instruction Meetings page - APDB Class Section Values=09 APDB Class Section Values CS Number: 02 Workload Factor: 1.0 4.00 Component Units: Component Students: **Group Code Control:** *APDB Learning Mode: Default APDB Learning Mode is 09 **Meetings Page**

Meeting Pattern Facility ID, Pat (Days) and Meeting Times required

Meeting Pattern								Fin
Facility ID	Capacity Pat	Mtg Start Mtg E	nd M	T W	т	F	ç	ç
SB0128		6:00PM 9:50P						

Note: Supervision courses should not have a Facility ID and the Pat (days) field must be TBA

Meeting APDB Mapping Values Space Type=1 Lecture/Seminar, or 2/Activity, or 3/Non capacity (Supervision)



Defaults to appropriate space type for course component.
Note: if class section meeting pattern is TBA for non-supervision courses TBA hours must be entered into the TBA Hours field

OC/09 - Class Section Located Off-Campus - Considered 100% face-to-face.

Face-to-face instruction required at an on off campus location identified on the Meetings page for the section.

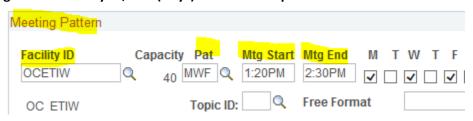
Basic Data Page

Instruction Mode=OC

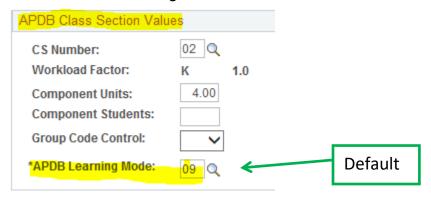


Meetings page

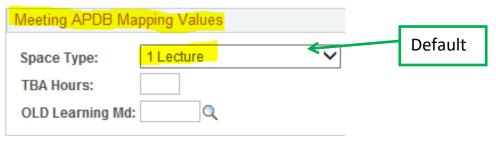
Meeting Pattern Facility ID, PAT (Days) and Times required



APDB Class Section Values Learning Mode=09



Meeting APDB Mapping Values Space Type=1 Lecture/Seminar or 2 Activity or 4 Multimode



TO/09 - Televised Class Section-Origination Site - Considered 100% face-to-face.

Class section broadcasting in sync with PDC class section.

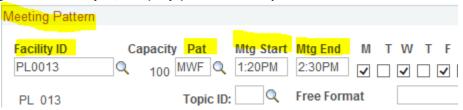
Basic Data Page

Instruction Mode=TO

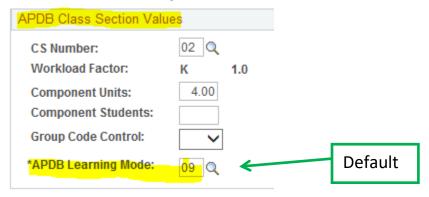


Meetings page

Meeting Pattern Facility ID, Pat (Days) and Times required



APDB Class Section Values Learning Mode=09



Meeting APDB Mapping Values Space Type=1 Lecture/Seminar



TR/09 - Televised Class Section-Receive Site Considered 100% face-to-face.

Class section receiving broadcast in sync with PDC class section.

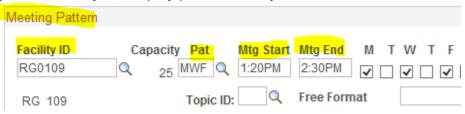
Basic Data Page

Instruction Mode=TR

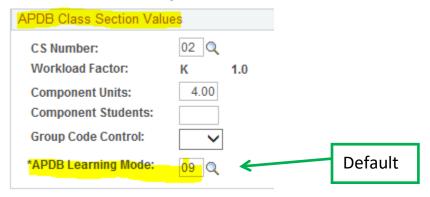


Meetings page

Meeting Pattern Facility ID, Pat (Days) and Times required



APDB Class Section Values Learning Mode=09



Meeting APDB Mapping Values Space Type=1 Lecture/Seminar

