Instructor Information

About Me:

[Instructor Name, Credentials]

[1-2 paragraphs highlighting your training, teaching philosophy, and life experience relevant to the course. Below is an example of a great Instructor Bio to follow:]

"Over the past eight years, I have worked in various capacities of social services, from working in the women’s sector, non-for-profit fundraising, and homelessness prevention and intervention. In addition, further focuses throughout my professional development have consisted of teaching, research, community outreach, program planning, policy analysis and building partnerships between community-based organizations. Educationally, I have a Master’s degree in Social Justice and Community Engagement from Wilfrid Laurier University and an Honours BA in Sociology and Women’s and Gender Studies from the University of Toronto.

During my Master’s degree, I developed empirical research about women’s centres on university campuses in Canada, which informed the development of the Women’s Centre at Wilfrid Laurier University Brantford campus."

***Please upload a professional photo/headshot to the OneDrive folder. Do not paste your photo in this document***

My Communication Channels:

The communication channels I will use are:

- Email - [identify system (Mohawk Exchange/MoCoMotion or eLearn Email) and provide email address if Exchange/MoCoMotion]
- Telephone - [provide phone number here]
- Skype - [provide Skype name here]
- Chat - click Chat on the course navigation
- Face-to-face - [provide office room number or meeting space here]

Communicating with Me:
1. Contact me through one of my communication channels. I am best reached via [                    ].
2. My physical office hours are [Mon/Tues/Wed/Thurs/Fri, X:00 AM/PM to X:00 AM/PM] in room #X, [list campus].
3. My virtual office hours are [Mon/Tues/Wed/Thurs/Fri, X:00 AM/PM to X:00 AM/PM] via [indicate preferred online software/technology].
4. I will respond to messages within [24-48-72] hours (excluding weekends and holidays).

[I will use the News tool to publish announcements and course updates. It is recommended that you visit eLearn regularly to check for minibar alerts and News posts. Consider configuring your Notifications to receive course update information by email or text message.]

**In the Event of Unforeseen Circumstances:**

In the event of an emergency including a face-to-face class cancellation, power outage, system or networking problem, etc., I will communicate a plan via [News, email, other].