Before Class
What instruction will occur outside of class (e.g.: mini video lecture, video tutorial)?
What activities will provide students with the knowledge and skills needed to prepare for in-class engagement?
What formative assessments will allow you and your students to adjust teaching and learning accordingly?
Which of these will be completed online?

During Class
What learning experience will make the most of face-to-face time? What instruction is needed?
What activities would benefit from the presence of peers and the instructor (and T.A.s)?
Determine which activities and assessments will occur during the opening of class, the middle, and the end of class.

After Class
What post-class activities will allow students to reflect on what and how they have learned?
What activities or assessments will reinforce student learning?
Which of these will be completed online?