COMMUNITY SERVICE-LEARNING

Tips for Constructing Remote CSL Placements

- Aim for small, incremental successes. Instead of having a large, major goal that works or does not work, try to imagine smaller chunks of work that contribute to a larger goal.
- Allow time at the beginning of the project for stakeholders to become familiar with the tools being used. Do not expect to jump right into the work. Where possible, consider including user manuals or tutorials for new tools/software being used for the project.
- Consider integrating a structured work plan, where goals and objectives are listed.
- Think about how you will communicate with students throughout their project/placement. Consider setting up check-in points to mark progress in the project.
- Aim to provide the same on-boarding overview and orientation that you would if they were working with you in-person.
- Imagine “what if” projects - projects you wish you had time for in the past, but couldn’t get to because time was too tight. Use open-source tools that are free and mostly easy to use. These include things like google docs and resources from the public library.

*If you have an idea for a project but are unsure about how you would go about it, reach out to the CSL team. They may have a model that you can adapt for your own purposes.*
### Ideas for Remote CSL Placements

#### Project-Based Ideas
- Analyzing a data set and providing a summary report
- Writing or updating manuals
- Literature review of a particular topic
- Creating a bibliography of relevant resources/research on a particular topic
- Researching and compiling funding opportunities
- Writing grant proposals
- Participating in team meetings (where applicable)
- Researching and writing blog posts
- Researching and writing/compiling social media posts
- Creating communications tools (brochures, infographics, etc.)
- Creating relevant videos that can be posted online or made available to clients
- Developing workshops/program ideas (e.g. ready-to-go lesson plans for future implementation)
- Creating educational resources and tools

#### Remote Service-Delivery Ideas
- Informational or expert interviews (phone, Zoom, etc.) and corresponding transcriptions, summaries, articles, etc.
- Online tutoring
- Reading online with/to children/youth/seniors
- Organizing/facilitating/participating in online meetings/discussions/workshops
- Friendly visiting with clients over the phone or video platform
- Supporting the delivery of online events/programs, etc. (organizing guest speakers, creating promotional materials, providing tech support on the day of, creating an evaluation tool, etc.)
- Developing and delivering online lesson plans/sessions/workshops on particular topics of interest