

## 2011 Spring MCC Angel Training Nuggets

For more information and to register for these nuggets, please contact

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(Nugget descriptions are below chart)

Topic/Title	Date	Time	Room
Angel Q&A	Wednesday, February 9, 2011	6:00 -7:00 PM	12-201
Course Purge	Monday, February 14, 2011	3:00 -4:00 PM	12-201
Design Short Cuts	Friday, March 18, 2011	12:00 -12:50 PM	12-201
Communication	Monday, March 21, 2011	3:00 -4:00 PM	12-201
Work Smarter	Wednesday, March 23, 2011	6:00 -7:00 PM	12-201
Rubric	Friday, April 1, 2011	12:00 -12:50 PM	12-201
Design Short Cuts	Monday, April 4, 2011	3:00 -4:00 PM	12-201
Gradebook	Wednesday, April 6, 2011	6:00 -7:00 PM	12-201
Design Short Cuts	Wednesday, May 4, 2011	6:00 -7:00 PM	12-201
Work Smarter	Friday, May 6, 2011	12:00 -12:50 PM	12-201
Work Smarter	Monday, May 9, 2011	3:00 -4:00 PM	12-201
Course Purge	Wednesday, June 8, 2011	6:00 -7:00 PM	12-201
Communication	Friday, June 10, 2011	12:00 -12:50 PM	12-201
Rubric	Monday, June 20, 2011	3:00 -4:00 PM	12-201

**Communication** – methods you can use to communicate with students in Angel. Email vs. discussions vs. ask a question, etc. What is better – announcements, email? Suggestions for lightening your load by using pre-written announcements that automatically open and close.

**Course Purge** – old courses are purged from Angel three times per year. Learn how to prepare for these purges and how to make a backup of your course with and without student submissions.

**Design Short Cuts** – how to use folder hierarchy to organize and streamline your courses in Angel.

**Gradebook** – explore how Angel calculates grades (points vs. percentage). Ideas for explaining grades to students. What do your students see?

**Rubric** – use rubrics in Angel to grade drop box submissions and essay questions on assessments.

**Work Smarter** – Tips, Tricks and Techniques to help you work smarter but not harder in Angel. Tired of changing all those due dates everywhere?