



FALL 2018 VIRTUAL CAMPUS LEARNING OPPORTUNITIES

Attend a scheduled session, or gather a group of 3 or more and contact [Paula Blue](#) to arrange a date for the session that is good for your group.

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Registration for all sessions required:


Email VirtualCampus@monroecc.edu or call ext. 3436 for more information.





FALL 2018 VIRTUAL CAMPUS LEARNING OPPORTUNITIES


Blackboard Ally: What Do Those Gauges Actually Mean?

Blackboard Ally is a product that automatically checks certain files types for accessibility. This tool is fairly new to MCC, so in this session we will discuss the "gauges" that you've probably been seeing in your courses, the process to address any accessibility-related issues, and things to consider when creating content to share with students in the future. We will also discuss the benefits of accessible online content for all students, not just students with disabilities.

 0 - 33%

 33% - 66%

 66% - 99%

 100%

Date	Time
October 15, 2018	12:00 – 1:00 pm
November 13, 2018	12:00 – 1:00 pm

Blackboard Assignments

Assignments are one of Blackboard’s gradable assessment items. When deployed within your course content, each Assignment becomes the access point to deliver your instructions and collect and grade the submissions. Blackboard now makes it possible for Instructors to grade students' papers directly in the web browser without downloading them and opening them in an external program like Microsoft Word or Adobe Reader. Assignments can be created for the entire class or be created for specific groups of students established within Blackboard. Assignments created as Word, PowerPoint, Excel, and PDF files can be annotated directly in Bb. Students will be able to view or print your feedback annotation as pdf. This feature is known as inline grading. This session will cover:

- Creating an Assignment within your course
- Establishing Assignment options
- Viewing the Assignment as a student and creating a submission
- Review of student Assignment submission online
- Annotating an assignment and providing feedback, instructor notes and a grade to the student
- My Grades for student review of your feedback and grade

Date	Time
October 23, 2018	12:00 – 1:00 pm
November 19, 2018	12:00 – 1:00 pm



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Blackboard Discussions

A Discussion is a great venue for students to express their ideas, for Instructors to gather feedback, or for students to collaborate with other students on projects. These are just a few ideas. All Discussion forums "live" in one place in Blackboard - the Discussion Board. This also makes it easy to find all the Discussions that exist in the course. It is up to the Instructor as to whether or not a Discussion will be graded and included in Grade Center. In this session we will review the benefits and uses for Discussion Forums.

- Creating a Forum & Adjusting Settings
- Giving Students Access
- The Student View of a Discussion
- Grading and Feedback

Date	Time
October 30, 2018	12:00 – 1:00 pm
November 28, 2018	12:00 – 1:00 pm

Blackboard Tests

Tests are another type of gradable assessment item in Blackboard. Tests are used to measure student knowledge and gauge progress in an online format. You can create Tests and then deploy them in a content area. Blackboard calls anything with graded questions a Test. This means that all quizzes, midterms, exams, etc. are all Tests in Blackboard. Tests all "live" in one place in Blackboard, making it easy to keep track of all Tests available for the Instructor to use in the course. In this session we will review:

- Best Practices for online testing and question design
- Building a Test & Adding Questions
- Basic Question Types
- Giving students access to a test and test options
- Grading and Feedback
- Working with Existing Tests

Date	Time
October 17, 2018	12:00 – 1:00 pm
November 27, 2018	1:00 – 2:00 pm



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Blackboard Rubrics

Did you know that Blackboard has an interactive rubric tool? Rubrics can be connected to a variety of assessment tools within Blackboard, including Assignments, Discussions, and Tests to make grading easier. Rubrics empower educators to provide consistent evaluation and higher quality feedback to students. Rubrics are built right into the grading workflow saving you time. In this session we will review:

- Creating a Rubric
- Importing an Existing Rubric
- Attaching a Rubric to an Assignment, Discussion, and Test item
- Student view of a rubric
- Grading with a Rubric
- Generating Rubric Evaluation Reports

Date	Time
November 7, 2018	4:00 – 5:00 pm

Blackboard Grade Center

Create a Blackboard Grade Center and automate grade tracking for yourself and your students! Give your students easy access to their course grades throughout the semester by creating a Blackboard Grade Center for your course. The Grade Center can give student’s easy access to answer common questions like, “What is my current course grade”? “What did I get on that Test”? “How did I do on that report”? This session will cover:

- Grading schema for accurate presentation of letter grades
- Use of Grade Center Categories to accurately generate weighted course grades and SmartViews
- Types of columns and the creation of calculated columns to help summarize grades for students
- Review of the Column Organization tool to order the grade center columns, verify category assignment and total points given to each column and confirm Due Dates assigned
- Creating direct links to My Grades for Students and use of Student Preview or Test Student to check the Grade Center for accuracy
- Printing Grade Center information

Date	Time
October 7, 2018	2:00 – 3:00 pm
November 14, 2018	3:00 – 4:00 pm



FALL 2018 VIRTUAL CAMPUS LEARNING OPPORTUNITIES

Blackboard Jump Start

This Level 1 Blackboard certification course will walk you through everything you need to know about posting course content to Blackboard. You will be certified to web-enhance your course after this session. We will cover the following during one of the sessions:

- Navigate Blackboard, log in, and learn how to access your practice course
- Quick start with a newly designed Web-Enhanced Template in a practice course where you can easily add content
- Bring your Course Information Sheet file (or have it available on the M-Drive) and learn how to load your CIS and other course materials
- Learn how to Export and Import your course to your live course shell
- Have access to resources and support from the Virtual Campus

Date	Time
October 1, 2018	3:00 – 5:00 pm
December 4, 2018	3:00 – 5:00 pm

Voice Thread

There are 3 major components to an online course: Content Delivery, Student Engagement, and Assessment. The majority of faculty (both inside and outside of MCC) feel comfortable with delivering content and creating assessments, but they find student engagement to be the most challenging component to design and to execute. Allow me to introduce you to our newly acquired online tool “VoiceThread”. VoiceThread is a tool for your courses that is integrated directly into Blackboard. In a nutshell, VoiceThread focuses on Student Engagement. It allows your students to respond to you, other students, and course content in a variety of ways.

Date	Time
October 10, 2018	1:00 – 2:00 pm
November 2, 2018	2:00 – 3:00 pm



FALL 2018 VIRTUAL CAMPUS LEARNING OPPORTUNITIES

Tools for Engagement

Want to learn about and discuss tools that can be used to help increase student engagement? Join us for some technology demonstrations of tools that you could implement to encourage and empower your students to be more engaged in face-to-face and online learning environments. Some of the types of tools we will discuss include polling, interactive discussions and interactive quizzing. Also, feel free to share some of the tools or strategies you've used to help increase student engagement.

Date	Time
October 25, 2018	12:00 – 1:00 pm

Library Services for Faculty

Did you know that the MCC Libraries offers a wide range of online videos, images, and articles you can use in your teaching? Or that librarians can teach your students not only how to search databases and recognize “fake news,” but also how to use a 3D printer? Or that we can help with copyright questions related to online teaching? Come to this session to find out about all the ways librarians can partner with you to help support your teaching. If you are interested in these topics but can't attend on the date/time below, please contact Anjali Parasnis-Samar at extension 3182 or email me at aparasnissamar@monroecc.edu.

Date	Time
November 1, 2018	12:00 – 1:00 pm

The Open Secret: How to use Open Educational Resources in Your Courses

Open Educational Resources (OER) are free, openly licensed textbooks, lesson plans, and teaching materials that you can use in whole or modify to fit your course. Come to this session to find out what makes OER so useful, hear about OER initiatives at MCC (including funding opportunities), and discover ways to customize your courses using OER to better meet students' needs. We will also demo two open interactive learning systems, Waymaker and OHM. If you are interested in this session but can't attend on the date/time below, please contact Instructional Technologies Librarian Anjali Parasnis-Samar at ext. 3182 / aparasnissamar@monroecc.edu or OER Librarian Michelle Beechey at ext. 2316 / mbeechey@monroecc.edu.

Date	Time
October 19, 2018	10:00 – 11:00 am



FALL 2018 VIRTUAL CAMPUS LEARNING OPPORTUNITIES

Embedding Media

Make your courses more visual! Learn how to locate and insert videos and images in Blackboard, resources to create your own media, and ways to correct incorrect video captions. Led by Anjali Parasnis-Samar of the Library and Jeremy Case of the Virtual Campus.

Date	Time
October 8, 2018	12:00 – 1:00 pm
November 2, 2018	12:00 – 1:00 pm

Free PDF Editing Tool

There are many reasons to use a PDF when distributing content in your course, including the fact that PDFs cannot be edited by the recipient, they display within web browsers, and are compatible with mobile devices. PDFs are also favorable among instructors as the preferred file type for receiving online assignments in Blackboard. This session will introduce you to a free PDF tool that allows you to manipulate PDFs in many different ways including:

- Converting many different file types into PDFs
- Converting PDFs into many different file types
- Combining multiple files into one PDF
- Removing specific pages from a PDF
- And more!

Date	Time
October 9, 2018	12:00 – 1:00 pm
November 1, 2018	2:00 – 3:00 pm

Starfish Appointments

Learn how to use Starfish for your student appointments! Students can schedule their own appointments with you online, via Starfish, based on the availability you set up. You can also designate a fellow staff member to be able to schedule appointments on behalf of students on your calendar. In this training you'll leave with your Outlook synced seamlessly with Starfish so you don't have to update two different calendars, and learn how to set your available appointment hours.

Date	Time
October 16, 2018	2:00 – 3:00 pm
November 7, 2018	2:00 – 3:00 pm