Brightspace and Beyond Training Camp

May 24-26, 2021

Via Zoom (invitation sent to all registrants)

Register at https://ihcc.co1.qualtrics.com/jfe/form/SV_73bfXhdd9Y43oWO

Description

This three half-day workshop is designed for all faculty. Whether you have been teaching online for several semesters or are new to teaching online, this hands-on workshop will be of benefit to you. Facilitators will focus on D2L tools and recent updates, as well as other academic technology that can be used to augment online courses.

Upon completion, participants will be able to:

1. Describe the key elements of a well-designed online or hybrid course (consistency, logical organization, clarity of expectations, and accessibility).

2. Utilize D2L tools and components effectively and appropriately to deliver online and hybrid courses.

3. Integrate Zoom, Microsoft O365, and other academic technology into the design of their online courses.

Prior to the workshop:

- Choose a course that you would like to build or improve upon. This could be a new class, or one that you either want to convert from a face-to-face to an online course, offer supplemental instruction for, or that you are currently teaching online. We suggest using an old course, a development course, or one that you will be teaching. It is not advised to experiment in an active course wherein students are currently learning.
- If you do not have a course that you can use during the workshop, submit a JIRA ticket and request a D2L development course shell. Indicate in your ticket that you need the course by the morning of the workshop.

Technology

This training will be conducted using Zoom, Teams, and the Desire2Learn Brightspace learning management system. Please attempt to login to Brightspace prior to the training to ensure that you have access. To login, visit either the Inver Hills Community College

https://inverhills.learn.minnstate.edu (IHCC faculty) or Dakota County Technical College https://dctc.learn.minnstate.edu (DCTC faculty) websites.

May 24 Agenda

9:00-9:30 – Basics in Online/Blended Course Design and Delivery	In this session, you will learn the basics of designing curriculum for online/blended instruction and the D2L Brightspace tools that will support the delivery. Topics include: • Overview of online pedagogy • Tips and best practices for online course design • Getting students started in an online class
9:30-10:15 – Your Course Home Page and Materials: Content	This hands-on session will guide you through the setup of your course content section and course homepage. We will also discuss best practices in design and organization of course content (modules, weeks, chapters) and ideas for using your course homepage for clear communication, as well as facilitating student navigation.
Break	
10:30-11:15 – Communication Tools	As an extension of work on your course homepage, this session will cover other communication tools that support student collaboration and interaction with other students as well as course instructors. Topics will include: • Discussion forums and topics • Classlist and class progress tool
11:15-12:00 – Setting Up Your Gradebook and Assessment Tools	Your course gradebook can include assignments, quizzes, discussion posts, participation, and other items. This hands-on session will guide you in setting up a class gradebook and grade schemes, and in creating rubrics that make grading clearer to students and less time-consuming for you.
12:00-1:00 – Advanced Tools	This hands-on session will introduce other D2L Brightspace tools that you can incorporate into your course. Topics will include: • Intelligent agents • Release conditions • Checklists

May 25 Agenda

9:00-10:00 – Zoom	In this session, you will learn the more advanced features of Zoom web conferencing, such as: • In-meeting options for both hosts and participants • Security measures to keep your meetings safe from "Zoom bombing", and

	Use of tools like the whiteboard • Tailoring screen sharing options for specific purposes, such as video
10:00-11:00 – MediaSpace	Whether you're producing videos for your online course or need to flip your in-person course to an online format, this session is for you. We will cover how to capture lectures using Kaltura Capture, save recordings to MediaSpace, and embed them into their D2L Brightspace courses. Captioning and accessibility to video content will also be addressed.
Break	
11:15-12:00 – Teams and O365 Tools: OneNote, Forms, OneDrive	Teams and other Microsoft O365 tools can help you create seamless online learning experiences, with many tools that facilitate student engagement and sharing. In this session, you will learn how to use: • OneNote • OneDrive • Forms We will also help you create a new Teams space for your course, where you can bring together all of the above.

May 26 Agenda

9:00-10:00 – VoiceThread	VoiceThread is a cloud-based tool that allows threaded video and voice discussion around many kinds of media, such as photos, videos, and documents. In this session, you will learn:
10:00-11:00 – Flipgrid	FlipGrid allows faculty and students engage in online discussion using short, informal video clips. In this session, you will learn:
Break	
11:15-12:00 – Respondus LockDown Browser and Monitor	Respondus LockDown Browser and Monitor are used for proctoring exams online. These tools are integrated with D2L, and accessible from your courses. In this session, you will learn: