Academic Continuity: Blackboard Collaborate and Blackboard Basics

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Session Overview

- Introduction and Background – 10:00-10:15

- Blackboard Collaborate Ultra Demo – 10:15-10:45

- Getting Started with Blackboard Learn – 10:45-11:25

- Questions and Discussion – 11:25-11:30

Session Recording and Online Participants

- Online Participants via Collaborate

- Recording of this session being made in Blackboard Collaborate

- Link will be shared after the session

Academic Continuity

Efforts underway to move delivery of face-to-face classes to online between March 23-30. May be extended to the end of the Spring 2020 semester.

Delivering a Face-to-Face Class Online

- Difficult to change the teaching style midsemester

- Not building exemplary Online Courses

- Delivering materials via online methods – Remote Teaching

- Goal is to get students to the end of the semester

Delivering a Face-to-Face Class Online

- Both faculty and student are going to be anxious about these changes

- Communication is very important so that everyone know what is expected

- Set goals but have flexibility

- Balance newness and need

Blackboard – Course Organizer

- All course in MySlice automatically get a Blackboard space

- All Faculty, Staff and Students have a Blackboard account – NetID

- Courses are initially "Unavailable" to students but are always available to the instructor

- Cross-listed courses and multiple sections can be merged into a single Blackboard space

Blackboard – Course Organizer

- Can upload and share course files and links to online course resources

  - Syllabus, handouts, readings, homework, etc.
  - Links to videos, websites, library resources

- Tools to support collaboration, communication and assessment

  - Announcements, discussion board, assignment tool, testing tool, online grade book
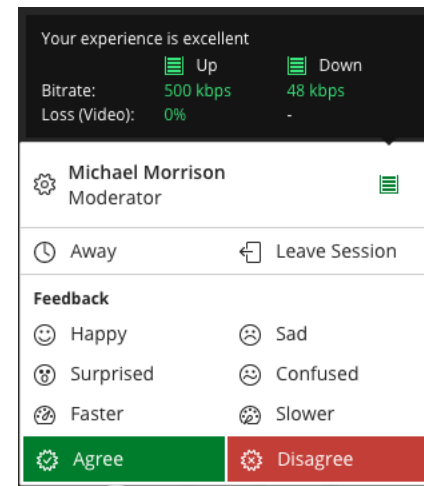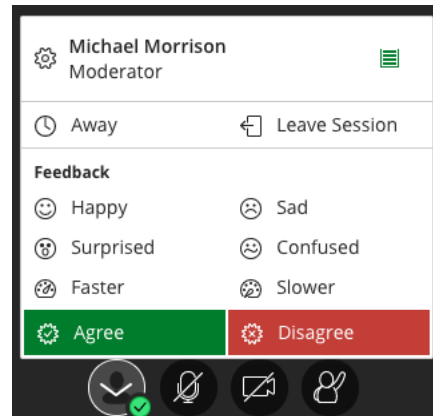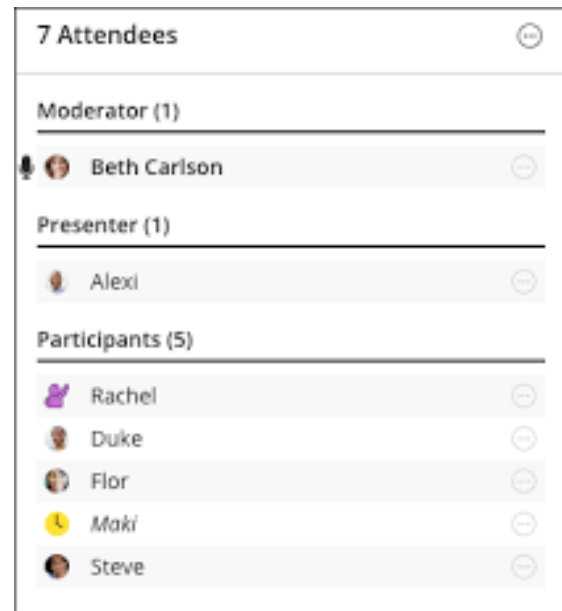
Blackboard Collaborate Ultra

- Synchronous web conferencing tool

- Tightly integrated with Blackboard, but can be accessed by a "guest link" as well

- Can be used for lots of different functions when moving course online

- Blackboard Collaborate Demo
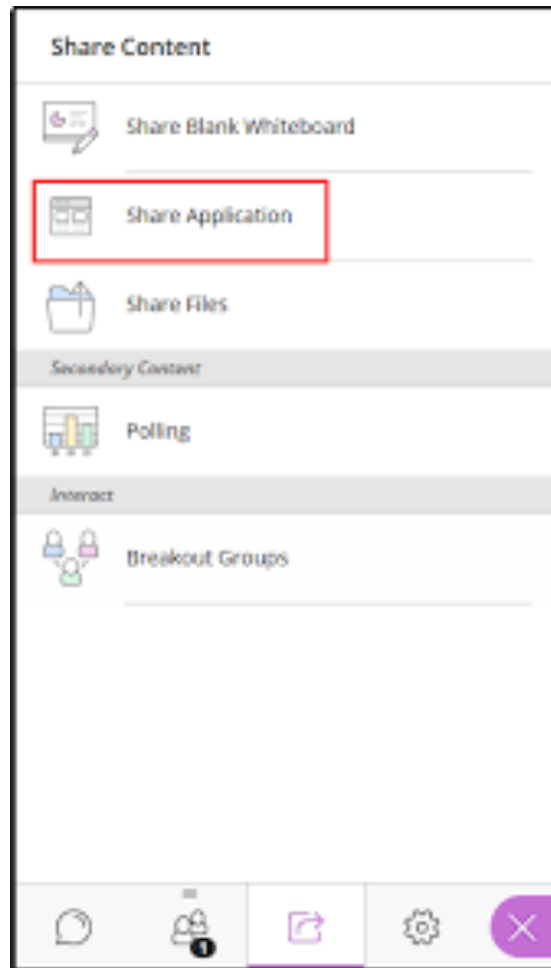
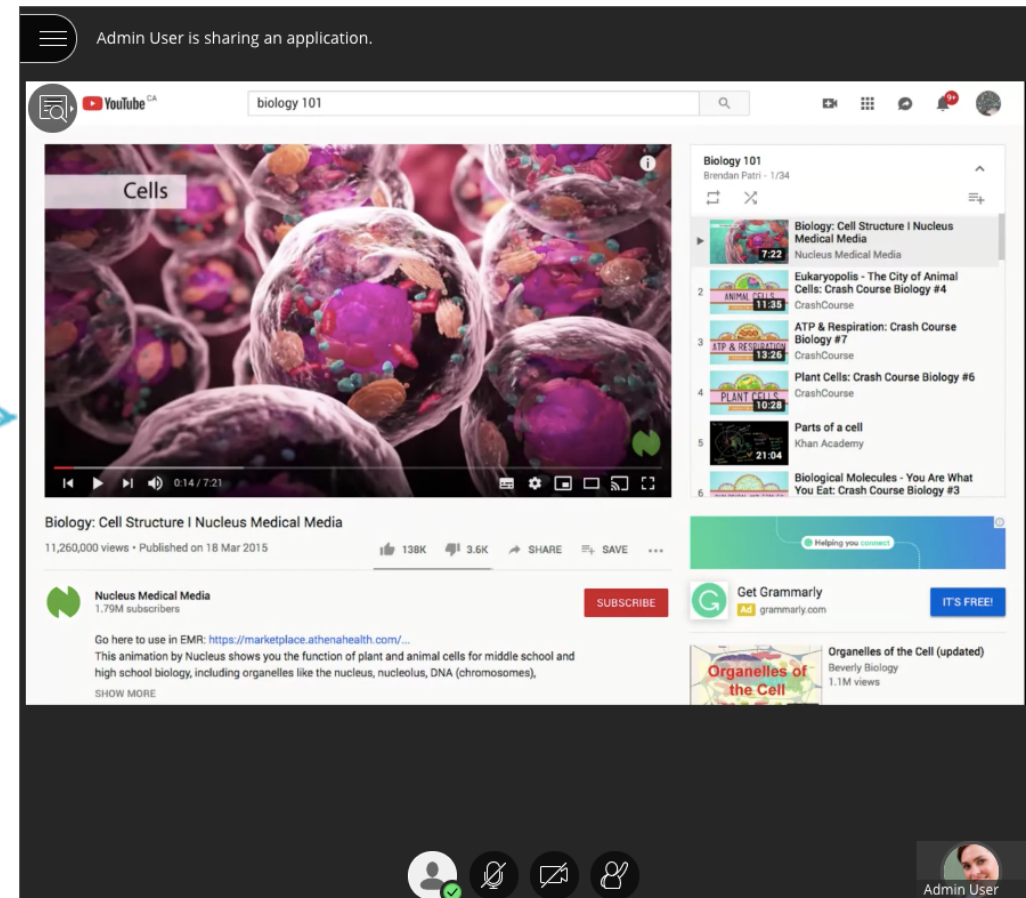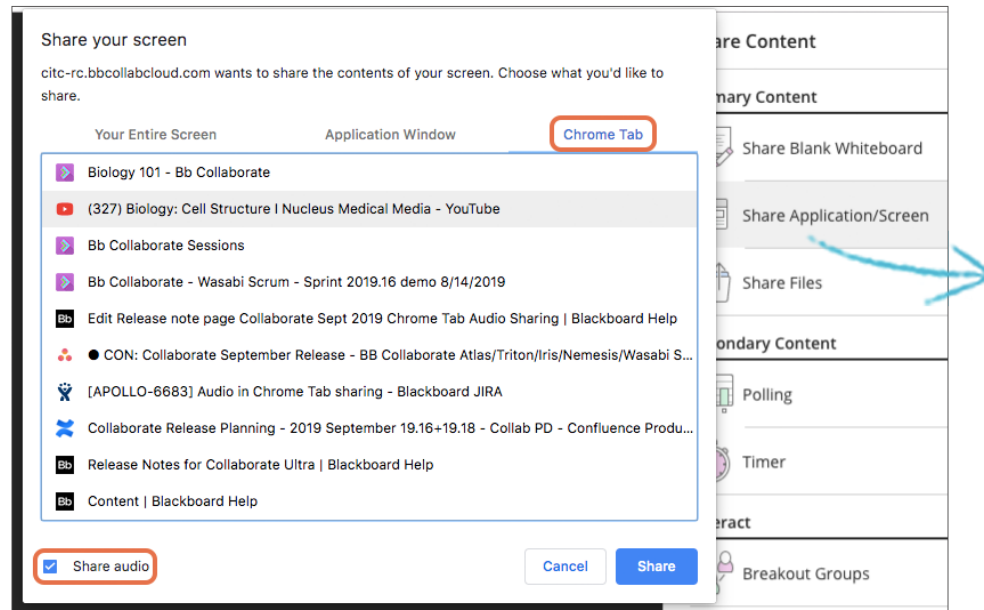# Blackboard Collaborate Ultra

Blackboard Collaborate Ultra

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Blackboard Collaborate Ultra

- Can replicate a class session

- Scheduling can be difficult – students in different time zones

- Hold fewer synchronous sessions mixed with Asynchronous materials

Face-to-Face Course Functions Online

- Communicate with students

- Share Documents

- Deliver a lecture

- Hold a discussion

- Collect an Assignment

- Give a Quiz/Test

- Share grades with students/Provide Feedback

- Answer Student Questions/Hold Office Hours

Communicate with Students

- Communicate early and often

- Ease Student Anxiety

- Share information even when you don't have all the details

- Set Expectations – for students and for yourself

- Create an Information Page – check before emailing

Communicate with Students

- Telephone
- Email
- Blackboard Announcement
- Blackboard Collaborate Ultra

Communicate - Email

- Individual emails from Outlook

- Email all students from MySlice or Blackboard

- Can attach files but size limit

- Student Email – Course and section in subject line

Communicate – Blackboard Announcement

- Easily share information with all students

- Entry point for Blackboard site

- Date restriction

- Demonstration

Share Files with your Students

- Syllabus and schedule updates, readings, homework

- Can attach to email but size limitation

- Blackboard Items
  - Organization by folders and with multiple attachments to the same item

- Shared Folder in Google Drive or One Drive

Blackboard Ally

- Files uploaded into Blackboard – PDF, Word, PowerPoint

- Provides alternate format for all users, including students

- Different text versions and an MP3 audio version

Deliver a Lecture - PowerPoint

- Upload files to Blackboard or share via Google Drive, One Drive or email attachment

- Already prepared but likely incomplete
  - *Modify* to add additional slides
  - Add additional information in the notes section
  - Narrate audio over the PowerPoint
    - Save as PPT file with embedded audio
    - Export as Video file – upload to YouTube

Deliver a Lecture – Blackboard Collaborate

- Live scheduled session – share PowerPoint of other materials from Desktop

- Create a Collaborate recording and share the link via Blackboard

Hold a Discussion

- Shared Document – add responses
  - Email, shared Google Document
- Blackboard Discussion Board
- Advanced Tools
  - FlipGrid
  - Microsoft Teams
  - Slack

Collect an Assignment

- Send via Email
  - Documents and small files
  - Subject Line of message includes course title and section
- Blackboard Assignment Tool
  - Any type and size of file
  - Time and Date stamped
  - Collects submissions in one place

Turnitin

- Assignment tool that supports plagiarism detection

- Automatically checks all papers against internet sources, journals, other submitted papers

- Provides a similarity score and shows matches

Assignment – Feedback

- Set expectations but allow flexibility
- Inline editor in Blackboard assignment tool and Turnitin assignment tool
- Insert comments and highlight issues
- Can also provide grade and general feedback
- Turnitin will allow for audio commenting

Tests and Quizzes

- May need to rethink your exams for out of class participation

  - Open book exams/Take home exams

- Distribute exam electronically in PDF or Word format at assigned time

  - Students can complete on computer and return by deadline

  - Can also print, complete, take picture with phone and return

Blackboard Tests and Quizzes

- Easy to use for essay exams

- Can also use for multiple choice exams but requires more setup

  - Allows for randomization
  - Time limit
  - Can support ODS Accommodations for additional time

Blackboard Grade Book

- Share grades securely with students

- Students can only see their grades

- Some Blackboard items (Assignments, tests) automatically create records in grade book.

- Can weight grades, download grades

Where to Get Help

- Send email to help@syr.edu
- Call 315-443-2677
  - Sunday – Thursday 8:00 AM to Midnight
  - Friday and Saturday 9:00 AM to 5:00 PM
- http://answers.syr.edu

Questions and Discussion