

LTC Newsletter

November 2014



PASSHE Winter Commencement D2L Upgrade Window

Please note that there will be **NO D2L version upgrade** during the regularly scheduled PASSHE D2L upgrade window of December commencement. The next upgrade is scheduled for May 2015.

D2L TIPS AND TRICKS

- **Can't EMAIL from D2L?** - If you or one of your students experiences an error when trying to send email from within D2L, don't push the panic button! It may be due to a "quiz in progress" in a current or past course. The alerts area in the D2L minibar will tell you - or your student - which quiz is "unfinished". Delete the Quiz attempt or force the submission. (This will occur even if you preview the quiz!)

Create an Intro Video for your Online Course

Tue., Nov. 25 | 2 - 3:30 PM

Are you teaching online during the winter term? What is the first thing your students see in your course?



Spark learners' intrigue by adding an engaging introduction video to your course that makes them want to learn more and humanizes your presence in a

virtual environment. A thoughtful introduction video can help set the stage for what is to come in the course. Additionally, this strategy can create excitement about what students will experience in your course, and help dispel fears or uncertainty among students new to online learning.

The Learning Technology Center will host this session which will include: a brief discussion on pedagogical reasons to include a video, examples of well made video welcomes and course introductions, technology available to Clarion faculty for creating a recording, and how to get started. Your colleagues, **Jeanne Slattery** and **Randy Potter**, will also be sharing their first video recording attempts. Leave this session with an Intro/Welcome video plan.

This session will take place in 103 Still; please [email LTC Support](#) to register.

Mediasite Desktop Recorder

Would you like to record a lecture and upload to a streaming media server right from your desktop? Now you can! With Mediasite Desktop Recorder, you can capture a lecture from your Windows or Apple computer, sans tech and room scheduling. With MDR you can capture:



- your desktop as video + mic
- still images + mic
- still images from desktop + webcam + mic

• **Grades Preview** - What do your students see in their D2L Grades area? You can preview exactly what students see for your course grade items by clicking on a username in the Enter Grades view. On the next screen, choose "Preview" from the drop-down menu next to the student's name at the top of the page. The page that displays is exactly what the student sees in D2L Grades. [More info...](#)

• **Quiz template** - With the Copy feature in the Quizzes tool, instructors can easily create a quiz template to preserve settings such as Auto Export, Auto Grade, Submission views, time limits, grace period, and attempts instead replicating for every quiz. Call the LTC for more info: x1848.

Call the LTC for assistance with any D2L Tips and Tricks.

ABOUT

The LTC newsletter is devoted to the support of instructional technology in teaching and learning at Clarion University. The LTC provides instructional design ideas and teaching strategies to assist faculty in course development. LTC welcomes news from faculty regarding classroom success stories related to technology integration and teaching. Please send your articles or ideas to shoman@clarion.edu.

This technology is now available to all university faculty. All you need is the software and a basic microphone, webcam optional. Please call (x1848) or [email LTC Support](#) to make arrangements for the software installation and user documentation. Training can be scheduled 1:1 or group as needed.

ITEP - Instructional Technology Exploration Program

NEW! In collaboration with the University Technology Advisory Committee (UTAC), Computing Services is pleased to announce the Instructional Technology Exploration Program. Now available for short-term loan — five different mobile devices ready for faculty and staff to take for a test drive!

With this program, the LTC team will provide faculty and staff with the opportunity to explore a variety of new technology equipment. The current line-up includes one Dell Windows 8.1 touch screen laptop, two Venue 11 Pro tablets, two Samsung Galaxy Tab4 Android tablets, two Samsung Series 3 Chromebooks, and two Apple iPads, 4th Generation. A Microsoft Surface 3 Windows 8.1 tablet will follow soon.

Under the program, LTC staff will provide interested faculty and staff with a brief, 1:1 orientation session on the use of the new device along with a basic user guide. Just call or stop by the LTC for an overview of available products and sign one out today! Please call (x1848) or [email LTC Support](#)

Faculty and staff can also reserve laptops and projectors through our traditional equipment loan program. Policies and procedures, as well as the reservation form, are available on our [website](#).



NOV/DEC LTC Workshops

• Create an Introductory Video for your Online Course

Tue., Nov. 25 | 2:00 - 3:30pm

Intro videos personalize your online classes and can dispel fears among first-time online learners. Come to this session to see some examples of intro videos and learn what resources are available to you for creating your own intro video. [Email LTC Support to register.](#)

• Semester's Ending, Now What?

Tue., Dec. 2 | 9:30 -10:30am (virtual session)

Wed., Dec. 3 | 1:00 - 2:00pm

As the semester comes to a close, there are several things you need to do in D2L - make the final grade visible to students and back-up student data. This session will walk you through the

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Grade release steps for Final Calculated or Adjusted grade settings and how you can preview what your students see. [Email LTC Support to register.](#)

• Engaging Icebreakers

Thu., Dec. 4 | 2:00 - 3:00pm

Explore ways to break the ice using fun and engaging activities in your online or face-to-face courses to help foster a sense of community. Peer interaction helps promote learning engagement and retention and can prevent isolation in any learning environment. [Email LTC Support to register.](#)

• Virtual Training Sessions by Appointment

Can't make it to the face-to-face workshops? We know how difficult it is to attend sessions. As such, the LTC will conduct virtual sessions for as many workshops as possible. Or, need something not offered? We frequently conduct 1:1 virtual training. The virtual sessions are conducted using Blackboard Collaborate web conferencing. Call us at x1848 for your training needs.

***Please register for all workshops by emailing [LTC Support](#).
Make sure you indicate the session, date, and time.
After registering, you will receive additional details as
necessary in an email confirmation.***