About This Session

- Opportunity to evaluate your course
- Share best practice recommendations – response to student feedback
  - Need for consistency and organization
- Highlight some features (old and new)
- Use of polls to learn about your experience, what you would like to learn
- Review opportunity: You don’t know what you don’t know
Connection to Course Design & Pedagogy Session

- Syllabus
- Course and Unit Outcomes
- Each Unit Consists of 3 Phases:
  - Foundations/Before
  - Applications/During
  - Evaluation/After
- Course Schedule
  - Organized by Before, During After

How does this look in Blackboard?

Example: Course Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Unit/Topic</th>
<th>Reading and Preparation (Before)</th>
<th>In Class/Zoom (During)</th>
<th>Assignments (After)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1 (Dates)</td>
<td>Topic 1</td>
<td>Reading</td>
<td>Activity 1</td>
<td>Assignment 1</td>
</tr>
<tr>
<td>Week 2 (Dates)</td>
<td>Topic 1</td>
<td>Video Learning guide</td>
<td>Activity 1</td>
<td>Assignment 1</td>
</tr>
<tr>
<td>Week 3 (Dates)</td>
<td>Topic 1</td>
<td>Reading</td>
<td>Activity 1</td>
<td>Assignment 1</td>
</tr>
<tr>
<td>Week 4 (Dates)</td>
<td>Topic 1</td>
<td>Video Learning guide</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Week 5 (Dates)</td>
<td>Topic 2</td>
<td>Reading</td>
<td>Activity 1</td>
<td>Assignment 1</td>
</tr>
<tr>
<td>Week 6 (Dates)</td>
<td>Topic 2</td>
<td>Video Learning guide</td>
<td>Activity 1</td>
<td>Assignment 1</td>
</tr>
<tr>
<td>Week 7 (Dates)</td>
<td>Topic 2</td>
<td>Reading</td>
<td>Activity 1</td>
<td>Assignment 1</td>
</tr>
<tr>
<td>Week 8 (Dates)</td>
<td>Topic 2</td>
<td>Video Learning guide</td>
<td>Activity 1</td>
<td>Assignment 1</td>
</tr>
<tr>
<td>Week 9 (Dates)</td>
<td>Topic 2</td>
<td>Reading</td>
<td>Activity 1</td>
<td>Assignment 1</td>
</tr>
<tr>
<td>Week 10 (Dates)</td>
<td>Topic 2</td>
<td>Video Learning guide</td>
<td>Activity 1</td>
<td>Assignment 1</td>
</tr>
<tr>
<td>Week 11 (Dates)</td>
<td>Topic 2</td>
<td>Reading</td>
<td>Activity 1</td>
<td>Assignment 1</td>
</tr>
</tbody>
</table>

Keep it simple. Read left to right. Don't merge cells.
Order of the Day
(or the next 90 minutes)

- Using the Content Area: What to put there
  - Adding organizing Content, files, folder and links
  - Building Items
    - post office hours/how to access
- Assignments and Grade Center
  - Building assignment drop boxes for all assignments (updated Blackboard Expectations)
  - Building grade center after dropboxes/adjusting old grade center
- Example Blackboard course – response to student feedback
- Copying from old courses (course size issues)
- Communicating with Students: E-mail, and Announcements
- Effective Course Checklist
- Link to resources (link to CELT blog)