

Fall 2021 Mequon Traditional Adjunct In-Service Blackboard Requirements and Resources

Concordia Faculty Blackboard Use Policy	<p>New for Fall 2021:</p> <ul style="list-style-type: none"> • Blackboard gradebook must align with grading policy in syllabus • Final grade column: <ul style="list-style-type: none"> ○ Set as External Grade (green checkmark) ○ Primary Display percentage or letter grade
	<p>Other Highlights:</p> <ul style="list-style-type: none"> • Post your syllabus (upload a file) • Post your contact information (create an item) • Open course to students the Friday before the course begins (8/27/2021) • Set up the Grade Center – your grade center is an extension of your syllabus
Blackboard Resources	<ul style="list-style-type: none"> • Four videos to set up your Blackboard course • Detailed handout of commonly used Blackboard features • How to remove a zero, then grade the (late) submission • Copy a course from a past term to current term • Link to past session recordings (and more) • Blackboard A to Z: Searchable list of tutorials
Respondus LockDown Browser Resources	<ul style="list-style-type: none"> • Respondus Resource Page
The CELT Blog	<ul style="list-style-type: none"> • The above resources AND MORE are on the CELT Blog
How to Request Help	<ul style="list-style-type: none"> • Blackboard for face-to-face/virtual classes <ul style="list-style-type: none"> ○ celtsupport@cuw.edu ○ Call the CELT office: 262-243-2358
Two Required Programs for Full-time and Adjunct faculty	<ul style="list-style-type: none"> • Blackboard for Effective Course Delivery Fall 2021 • Introduction to Four Instructional Methods • Complete by September 30.