Designing and Developing your Online Course Workshop
Sep 28, 2018 - May 10, 2019
Leigh Hall 215 – 1:00am to 3:30pm

Session 1 - Friday, Sep 28, 2018 - Steve & Wendy
- Welcome and Overview
- How to Navigate Brightspace
- Quick Tips & Tricks
- Homepage Creation & Best Practices
- Widget Creation
- Replace Strings
- Announcements

Session 2 - Friday, Oct 5, 2018 - Patrick
- Importing & Using the Template
- Ensuring Accessibility – Universal Design
- Creating Files, Embedding Content
- Creating Links/ LTI Integrations

Session 3 - Friday, Oct 12, 2018 - Steve & Wendy & Ling
- Designing an Online / Hybrid Syllabus (Steve)
- Alignment Document (Ling)
- Metacognitive Strategy (Wendy)

Session 4 - Friday, Oct 19, 2018 - Steve
- Building Your Gradebook
- Building Submission Folders

Session 5 - Friday, Oct 26, 2018 - Steve & Ling
- Build a Rubric

Session 6 - Friday, Nov 2, 2018 - Scot
- Designing Quizzes
- Respondus Lockdown Browser/Monitor

Session 7 - Friday, Nov 9, 2018 - Wendy
- Discussion Strategy
- Adding Media to Discussions

Session 8 - Friday, Nov 16, 2018 - Scot & Dudley
- Video Assignments (Scot)
- Digital Storytelling (Dudley)

Session 9 - Friday, Nov 30, 2018 - Jamie & Patrick
- Lecture, Video Creation/Panopto (Jamie)
- Explain Everything (Patrick)

Session 10 - Friday, Dec 7, 2018 - Steve & Patrick
- Publishing to YouTube (Steve)
- Creating HSP Interactives (Steve)
- Embedding Media (Patrick)

Session 11 - Friday, March 8, 2019 - Michelle & Wendy
- Program Assessment (Michelle Byrne)
- Building Your Assessment Strategy (Wendy)
- Learning Objectives (Ling)
- The Competencies Tool (Wendy)

Session 12 - Friday, March 15, 2019 - Caitlin & Steve
- How to handle Copyright-protected Content: Fair Use and e-Reserves (Caitlin)
- Finding Free Content to Use: Creative Commons and Open Educational Resources (Steve)

Session 13 - Friday, March 22, 2019 - Steve & Wendy
- Course Automation
- Release Conditions/Intelligent Agents/Date Manager
- Tracking Student Success
- Course Overview/ Creating Checklists
- Class Progress/Content, Discussion, Quiz Statistics

Session 14 - Friday, March 29, 2019 - Full Day
- Applying the QM Rubric

Session 15 - Friday, April 5, 2019 - Steve
- Using WebEx

Session 16 - Friday, April 12, 2019 - Wendy
- The Student Perspective
- Interviews with Our Learners

Session 17 - Friday, April 19, 2019 - Wendy & Patrick
- Group Assignment Strategies (Wendy)
- Google Apps for Education (Patrick)

Session 18 - Friday, April 26, 2019 – Steve
- Gamification / Student Engagement
- Using the Awards Tool

Session 19 – Friday, May 3, 2019 - All
- Prep for Steal My Idea

Session 20 – Friday, May 10, 2019 – All
- Steal My Idea - Participant Showcase