

UNIVERSITY OF HARTFORD

FACULTY CENTER FOR LEARNING DEVELOPMENT

FCLD's Jumpstart Seminars (August & September)

The Faculty Center for Learning Development (FCLD) offers ongoing seminars and instruction on a variety of instructional technology, including Blackboard, the University's learning management system (LMS). FCLD will be offering the following seminars during the month of August and early September. Unless otherwise indicated, all seminars are held in the Woods Classroom in Harrison University Libraries. Faculty interested in attending should register by emailing fclد@hartford.edu or calling (860) 768-4661.

Getting Started with Blackboard/Blackboard Drop-in

Tuesdays, 12:00 p.m. - 1:00 p.m. - Woods Classroom or FCLD Lab

Every Tuesday, we offer an orientation and drop-in clinic for Blackboard, the application used to put courses online. If you're new to Blackboard, you'll learn strategies for organizing your Blackboard course, review the many tools and features available in Blackboard, and start adding course content items like your syllabus and web links to your course. Be sure to bring a digital version of your syllabus and/or other course materials; this is designed as a hands-on seminar. If you're using Blackboard already, feel free to drop by with a question or for troubleshooting.

Getting Started with Ensemble, the Campus' "In-House YouTube"

Wednesday, August 14, 2:00 p.m. – 2:30 p.m.

Thursday, September 19, 12:15 p.m. – 12:45 p.m.

Ensemble works like an in-house YouTube, allowing faculty to quickly and easily upload videos, then link to them from Blackboard and other websites. Faculty who are flipping the classroom, teaching online, using video clips in instruction, or working with student video projects, should plan to attend this special information session about Ensemble. Pre-registration is helpful for this session so that an Ensemble account can be created for you in advance.

Creating Video 'Lecturettes' with Ensemble Anthem

Wednesday, August 14, 2:30 p.m. – 3:00 p.m.

Thursday, September 19, 12:45 – 1:15 p.m

Anthem (Ensemble Personal Capture) is a simple, convenient tool that can capture your voice, the action on your computer screen, and web cam video to create lecturettes. You can use it to record audio podcasts, video lectures, or narrated presentations and demonstrations. This session will guide you through the process of recording a narrated screen capture, editing it, and publishing it to Blackboard. Pre-registration is helpful for this session, so that an Ensemble Anthem account can be created for you in advance.

Cloud Storage Basics and Connecting to Blackboard

Friday, August 23, 11:00 a.m. – 12:00 p.m.

In this session, we will briefly describe the basics on Cloud storage and then guide faculty and staff on how to sign into cloud storage to upload files. We will also discuss how to manage the various cloud storage options available, including the University's own One Drive storage solution, which provides faculty and staff with 1 TB free storage space. Additionally, Instructors now have the ability to easily and quickly upload files to Blackboard courses right from their cloud storage, such as OneDrive, Google Drive, Dropbox or Box. Students will now be able to upload documents from cloud storage when they submit Blackboard assignments.

Ensemble Next Steps: Captions, Student Submissions & Playlists

Friday, August 30, 2:00 p.m. – 3:00 p.m.

Prerequisites: Getting Started with Ensemble Session or prior use of Ensemble. Ensemble account is required.

Did you know that you can upload videos to Ensemble from your phone, or have your students submit video and audio files to your Ensemble account? In this session, we will demonstrate how to upload videos on mobile devices; create playlists and stream them in Blackboard; create digital dropboxes for students to send instructors their videos for grading and/or to share their videos with the class. Additionally, we will explore how to edit captioned videos in Ensemble. This session is for Faculty or Staff who are already using Ensemble.

Ally to the Rescue! Making Course Content Accessible

Friday, September 6, 1:00 p.m. – 2:00 p.m.

In this hands-on session, faculty will learn practical tricks to quickly develop and remediate course content and make them accessible with just-in-time help from the Blackboard Ally tool. We will be using tools readily available to Faculty in Microsoft and Adobe Acrobat Pro, discussing best practices and easy tips for getting started. This workshop will primarily focus on Microsoft Word and PowerPoint, as well as giving some quick tips for PDFs and scanned documents. Faculty are encouraged to bring their syllabi, a Word document, PowerPoint and PDF files to work with.

PowerPoint Bootcamp & Design a Banner for Blackboard

Friday, September 13, 2:00 p.m. – 3:00 p.m.

Learn how to spice up your PowerPoints in this seminar, creating visually stimulating PowerPoint slides that appeal to the reader and incorporate media in its various forms. Learn how to embed images, manipulate them, and also add graphics, transitions, animations and other tools to create interactivity within your presentations. We will also design a banner for your Blackboard Course.

Office365 Information Session

Thursday, September 26, 12:15 p.m. – 1:15 p.m.

All instructors, staff and students now have Office365 free online, which comes with a suite of new tools and some old favorites. Microsoft Word, Excel, PowerPoint and our Outlook Webmail are old tools we are familiar with, but did you know we now also have Skype for Business, OneNote, and Class Notebook, among others? Also, did you know you can download the entire suite as Office 2016 on up to 5 of your own personal devices? Come to this information session where we discuss how to access and leverage these tools for your instruction and daily processes.