

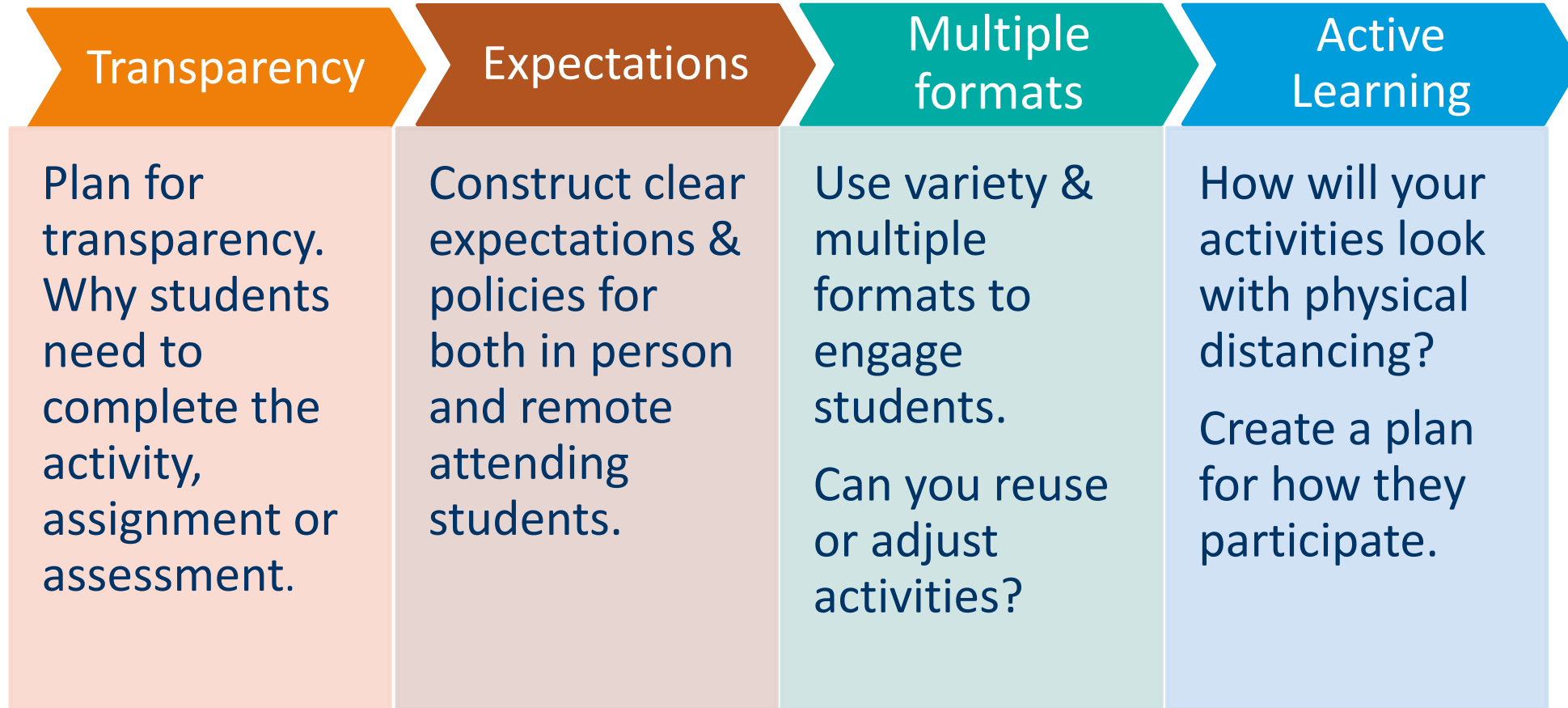
Interaction and Community Building in the NAUFlex Learning Environment

*This session is a collaboration of NAU Online,
e-Learning, and ITS Classroom Support.*

WAYS TO LEVERAGE STUDENT INVOLVEMENT

Include	Students in the learning process (identify personal learning objectives, send surveys to see what is working well).
Promote	Inclusion through the content. Who's voices represent legitimate authority in your discipline?
Relevant	Inspire students to connect current knowledge with new learning.
Self direction	Provide students with the opportunity to monitor and adjust their approaches to learning.

SET UP INTERACTION ACROSS PARTICIPATION MODES



WAYS TO BUILD A COMMUNITY ACROSS PARTICIPATION MODES

Develop

Students can develop course materials. Use your students' knowledge to drive the content.

Include

Include students in self and peer grading.

- This can help them benchmark where they are.
- Set clear guidelines and ground rules.

Encourage

Encourage students to further the conversation in content based discussions.

- What is a substantial reply?

Enable

Enable students to use synchronous tools for group meetings.

Group work

Decide how students will be grouped. Will this occur in class, before class, random, self selected?

Mixed or separate?

Semester long?

TOOLS TO INCREASE INTERACTION AND FOSTER COMMUNITY

Communication and instructor presence-

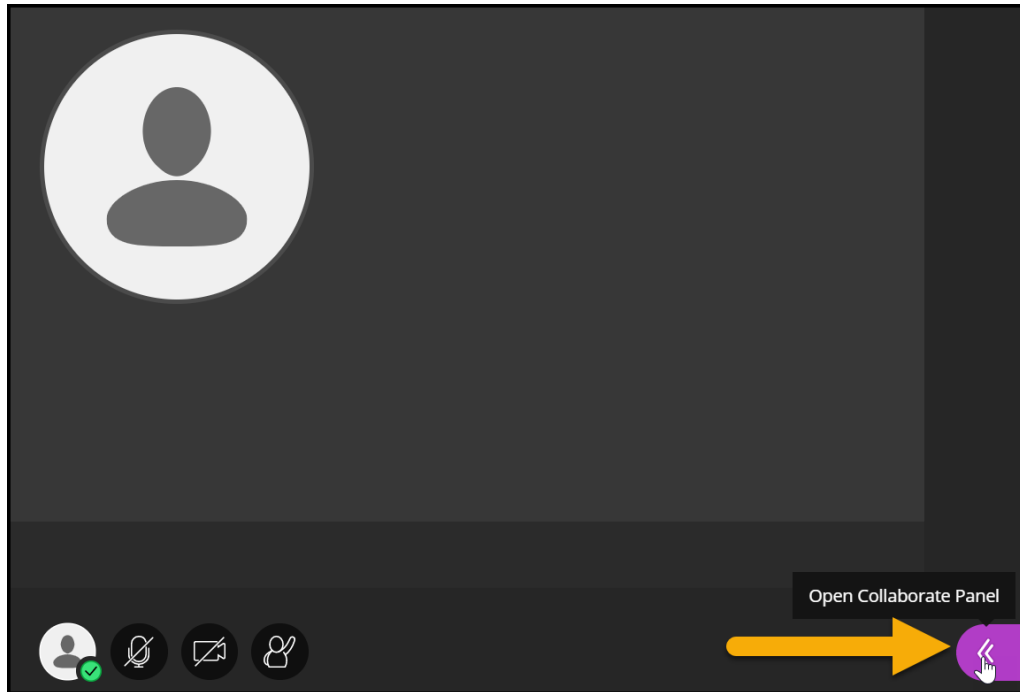
- F2S Tool
- Emails
- Bb Learn Announcements

Student involvement and building community-

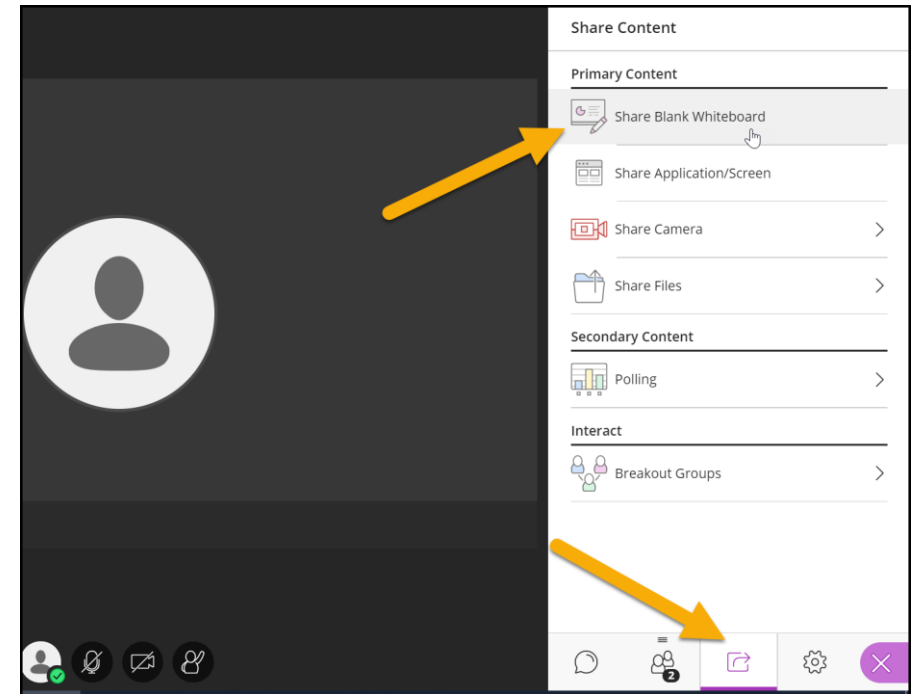
- Collaborate Ultra (whiteboard, application & file share, attendance tool, and reports, break out rooms)
- Kaltura (multiple delivery format and options for assignment submissions, cline films)
- Bb learn groups
- Bb learn discussion board

BLACKBOARD COLLABORATE: WHITEBOARD

1. If the Collaborate tool panel is not open it, click the **Expand** arrows



2. Click the **Share Content** icon toward the bottom-right, then click **Share Blank Whiteboard**

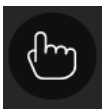


BLACKBOARD COLLABORATE: WHITEBOARD

Use the toolbar to select a tool:



Select: choose an object to move, resize or erase



Pointer: call attention to objects on the board for your audience



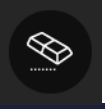
Pencil: draw freehand lines and curves



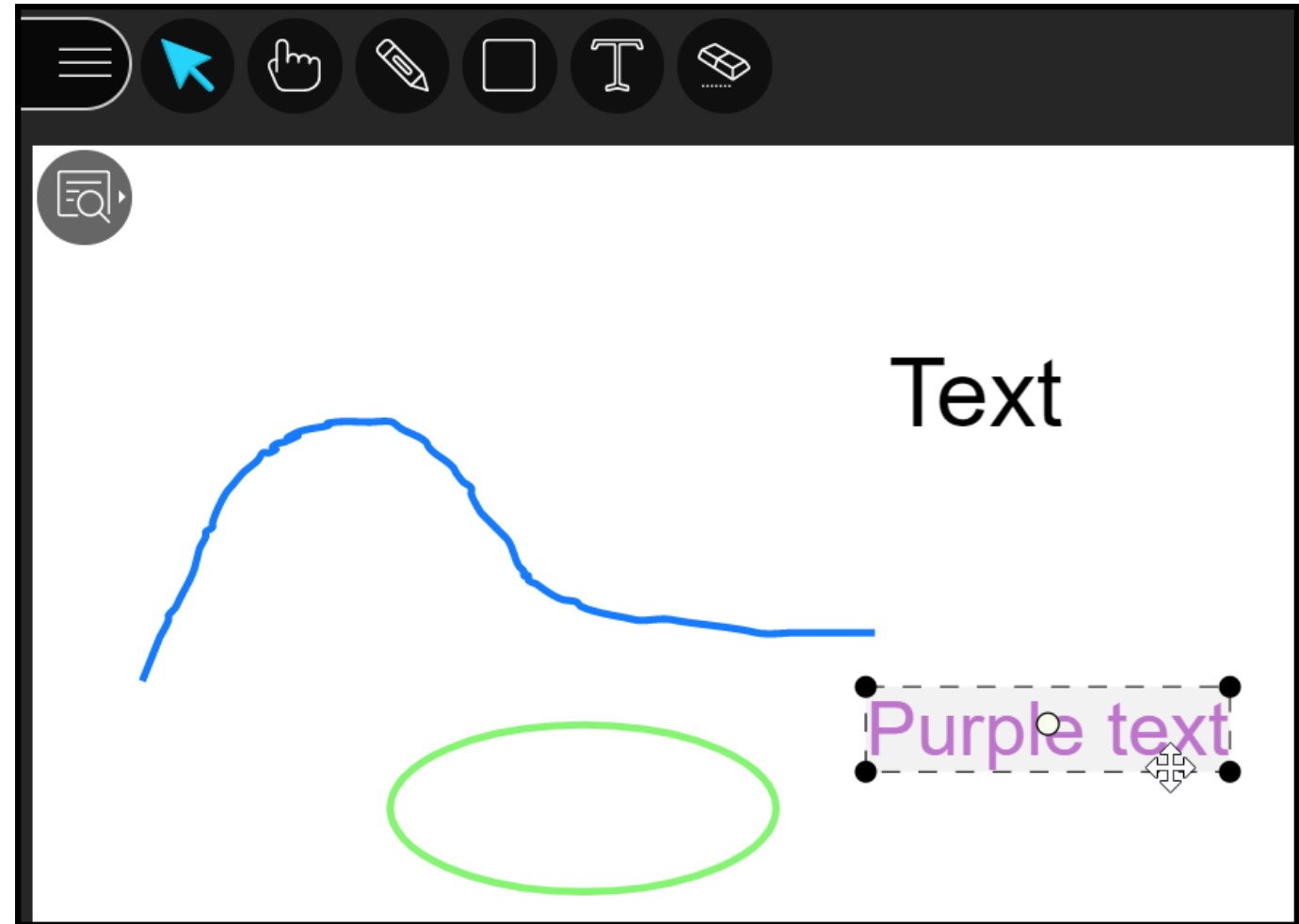
Shapes: draw rectangles, ellipses, and lines



Text: type words onto the whiteboard

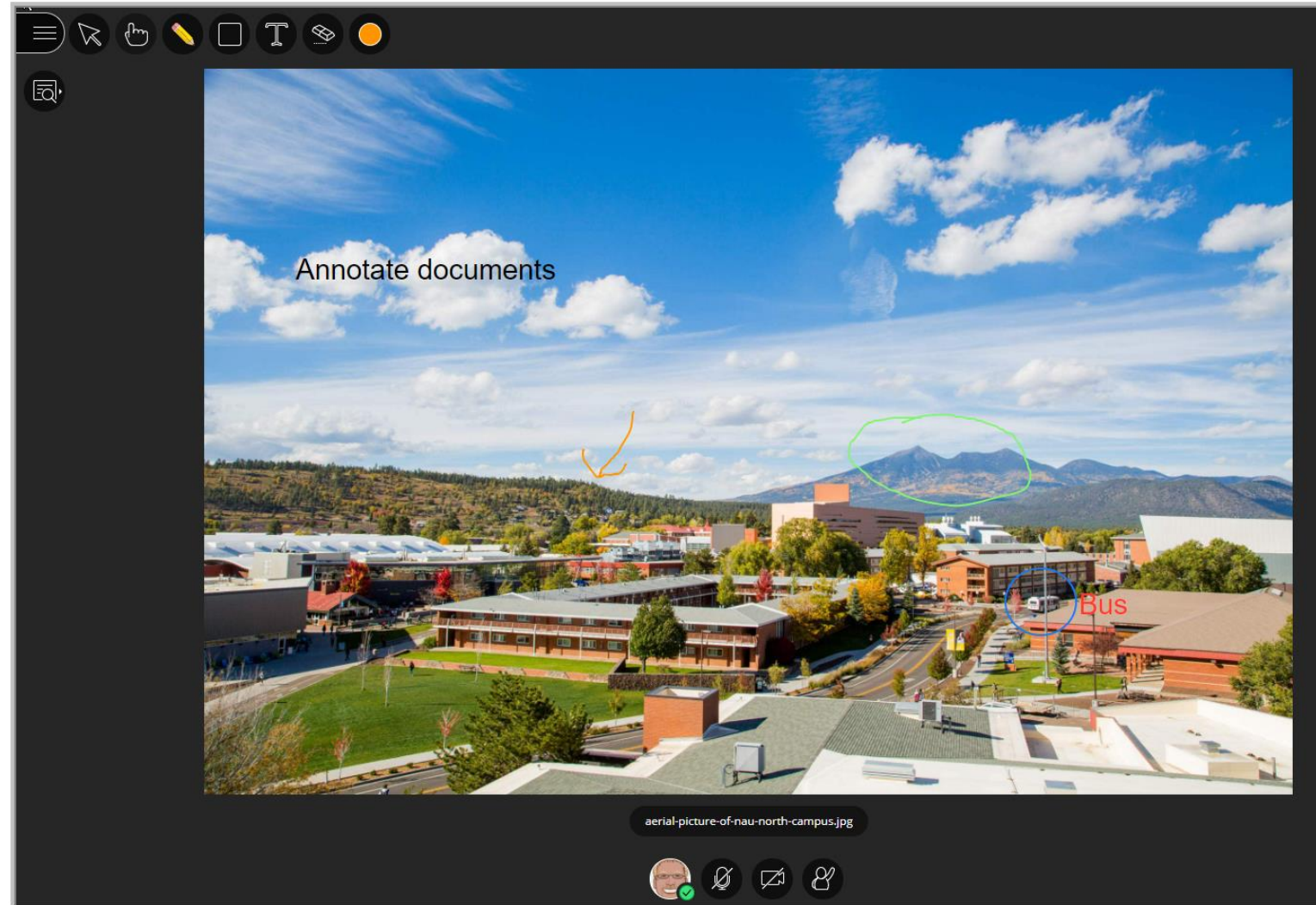


Clear: erase all annotations



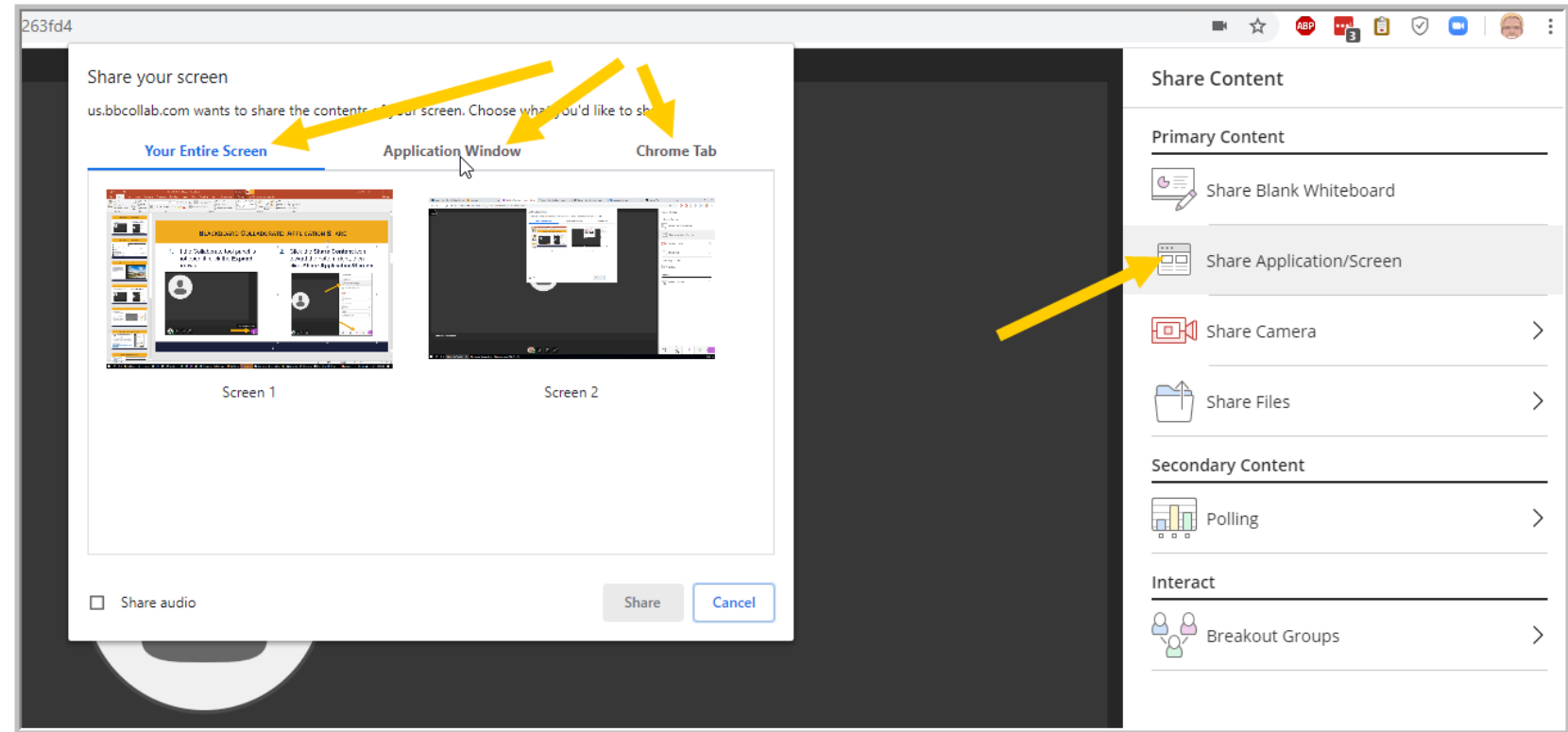
BLACKBOARD COLLABORATE: WHITEBOARD

Share a file to the whiteboard (image, PowerPoint or PDF), then use the whiteboard tools to annotate it with text, lines, shapes, etc.



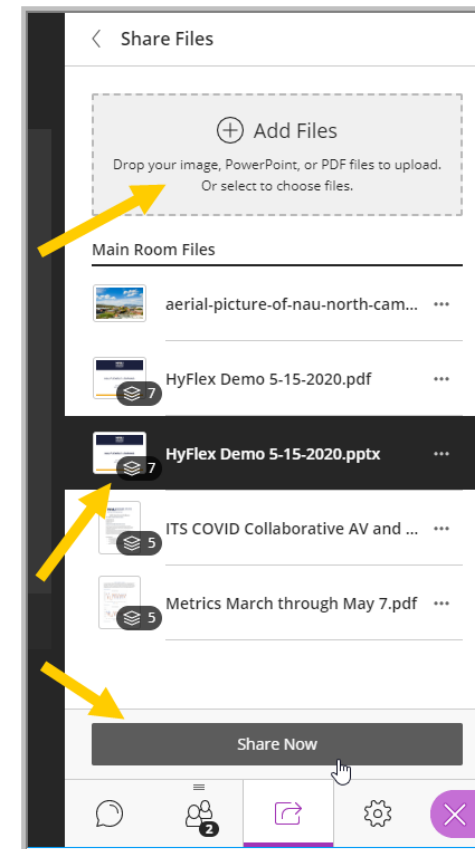
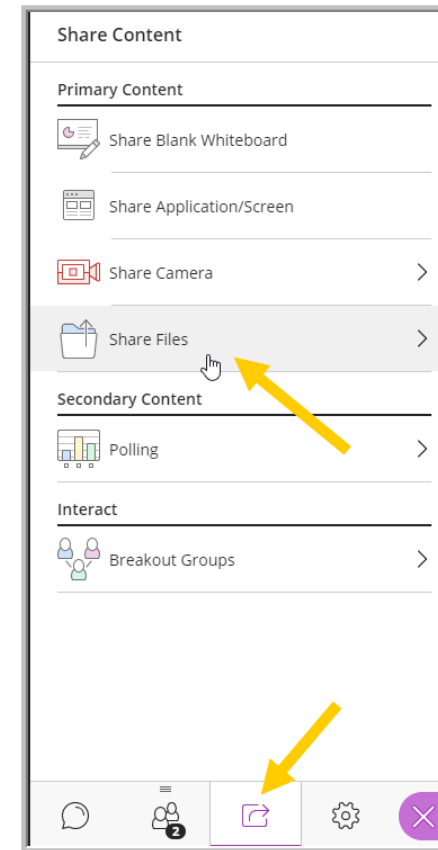
BLACKBOARD COLLABORATE: APPLICATION SHARE

1. Click the **Share Content** icon toward the bottom-right, then click **Share Application/Screen**
2. Choose from:
 - Entire Screen (your full monitor)
 - Application Window (e.g., just PowerPoint or Firefox)
 - Chrome Tab (any open Chrome tab)



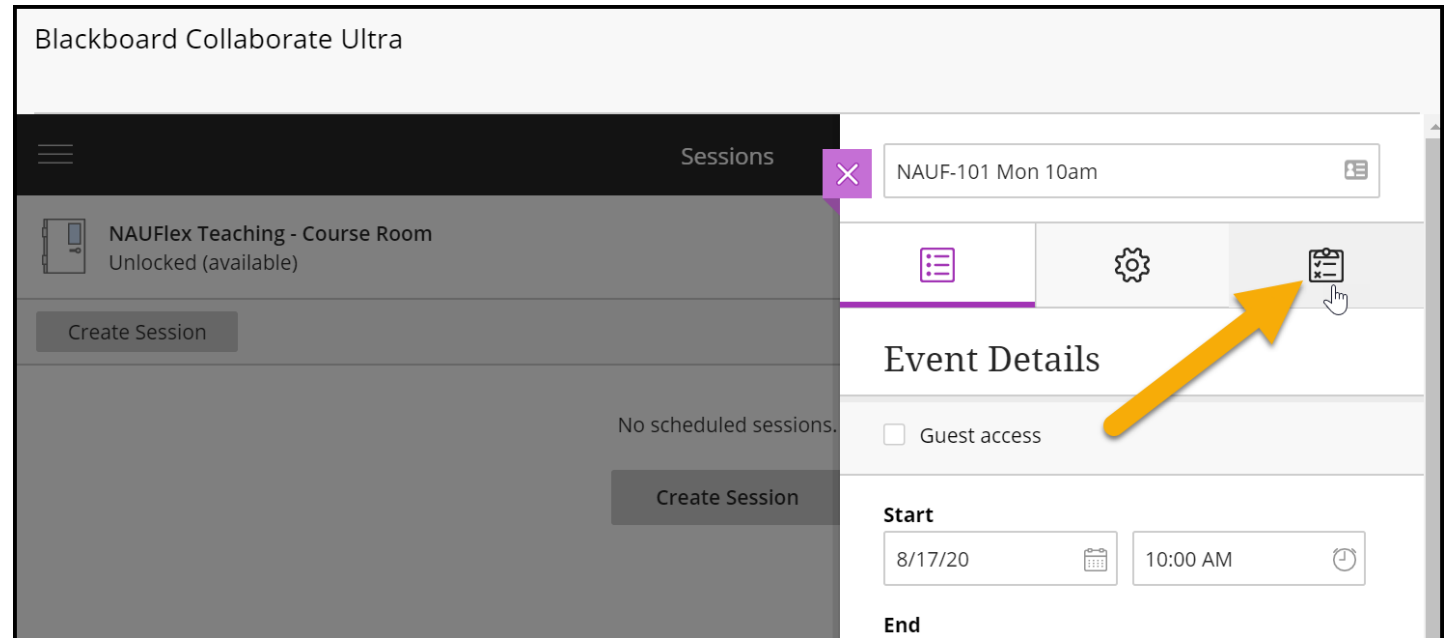
BLACKBOARD COLLABORATE: FILE SHARE

1. Click the **Share Content** icon toward the bottom-right, then click **Share Files**
2. **Add Files** by dragging-and-dropping or browsing
3. Add **Image**, **PowerPoint**, or **PDF**
4. After the file is uploaded, select it from the Main Room Files and click **Share Now**
5. **Navigate** PowerPoint presentations with arrows
6. **Annotate** any file with the Whiteboard tools



BLACKBOARD COLLABORATE: ATTENDANCE

1. First, enable the Attendance tool in your course and familiarize yourself with marking attendance:
<https://youtu.be/C9FCxq1hfUY>
2. Next, **Create** or **Edit** your Collaborate session and select the **Attendance** icon in the upper-right



BLACKBOARD COLLABORATE: ATTENDANCE

3. Select **Share attendance information with LMS**
4. Edit marking settings (when a student is considered Late, and when a student is considered Absent)
5. Use the slider to set the percentage of time a student must spend in the session in order to be marked as Present
6. Click **Create** (if creating a new session) or **Save** (if editing an existing session)

More information:

<https://help.blackboard.com/Learn/Instructor/Grade/Attendance>

Sessions

NAUF-101 Mon 10am

Attendance Reporting

☒ Share attendance information with LMS

How late can attendees join before they're marked late or absent?

* Late after
5 minutes

* Absent after
20 minutes

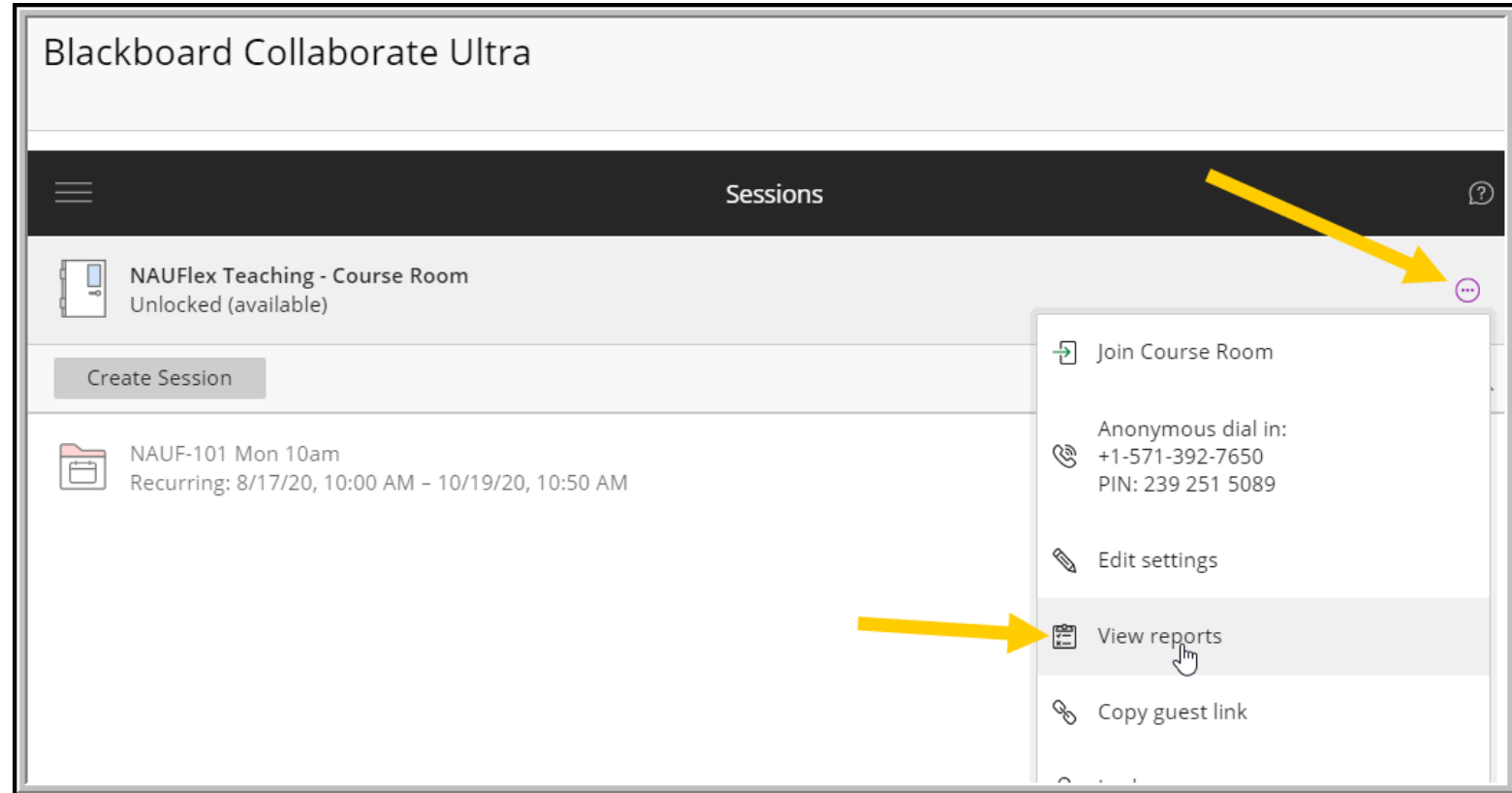
Required time in session
0% 80% 100%

Attendees must be present for at least 80% of the session running time or they're marked as absent.

Cancel Create


BLACKBOARD COLLABORATE: REPORTS

1. Open the Collaborate tool to see your list of sessions
2. From the Session menu, select View Reports



BLACKBOARD COLLABORATE: REPORTS

3. Click View report for the specific meeting you would like to view

Blackboard Collaborate Ultra					
Reports: NAUFlex Teaching - Course Room					
					Filter by All Reports ▼
Start time	End time	Attendees	Duration	Polls	Attendance
6/16/20, 7:21 AM	6/16/20, 7:54 AM	1	00:33:13		View report
6/15/20, 8:16 PM	6/15/20, 9:06 PM	2	00:49:54		View report
6/15/20, 4:32 PM	6/15/20, 4:59 PM	2	00:26:36		View report
5/15/20, 12:24 PM	5/15/20, 2:16 PM	44	01:51:42		View report
5/15/20, 11:04 AM	5/15/20, 11:20 AM	3	00:15:16		View report

BLACKBOARD COLLABORATE: REPORTS

4. Report shows:

- Session summary details
- Attendee name
- Attendee role
- Type (integration or guest)
- First join time
- Last leave time
- Total time in session
- # of joins
- Expand join details to see each join/leave time

5. Print Report, or Export to CSV

Blackboard Collaborate Ultra

NAUFlex Teaching - Course Room Report

Session details
Friday, May 15, 2020
12:24 PM — 2:16 PM

Attendees
44

Average time in session
00:44:02

Tools
Export Report
Printable
Export to CSV

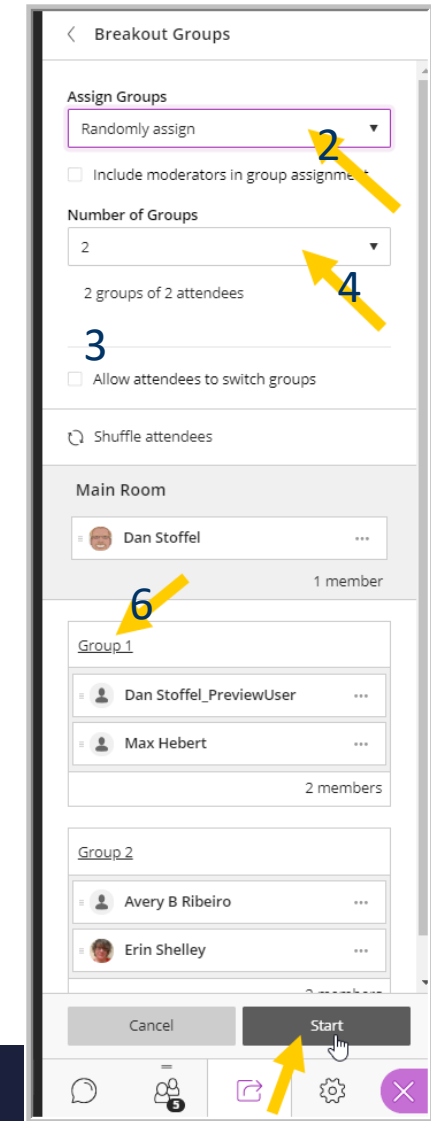
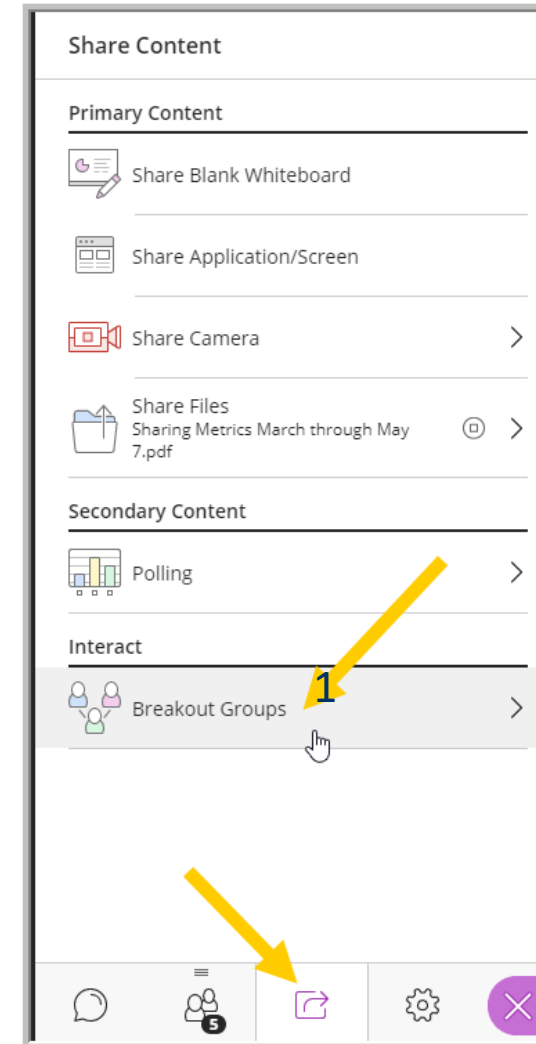
Support
Session ID
id:844499ceb00a48be8ee87195b37eed25, in:

Name	Role	Attendee Type	First join	Last leave	Total time	# of joins
	Participant	Integration	12:25 PM	2:04 PM	01:27:59	3
			12:42 PM	2:04 PM	01:22:00	
			12:30 PM	12:32 PM	00:02:16	
			12:25 PM	12:29 PM	00:03:43	
	Moderator	Integration	12:26 PM	2:04 PM	01:38:09	1
Gateway 105	Participant	Guest	12:33 PM	12:35 PM	00:01:59	1
Gateway 103	Participant	Guest	12:35 PM	2:08 PM	01:32:20	1
	Participant	Integration	12:51 PM	2:04 PM	01:13:36	1
	Participant	Integration	12:55 PM	2:04 PM	01:08:38	1

Hide join details

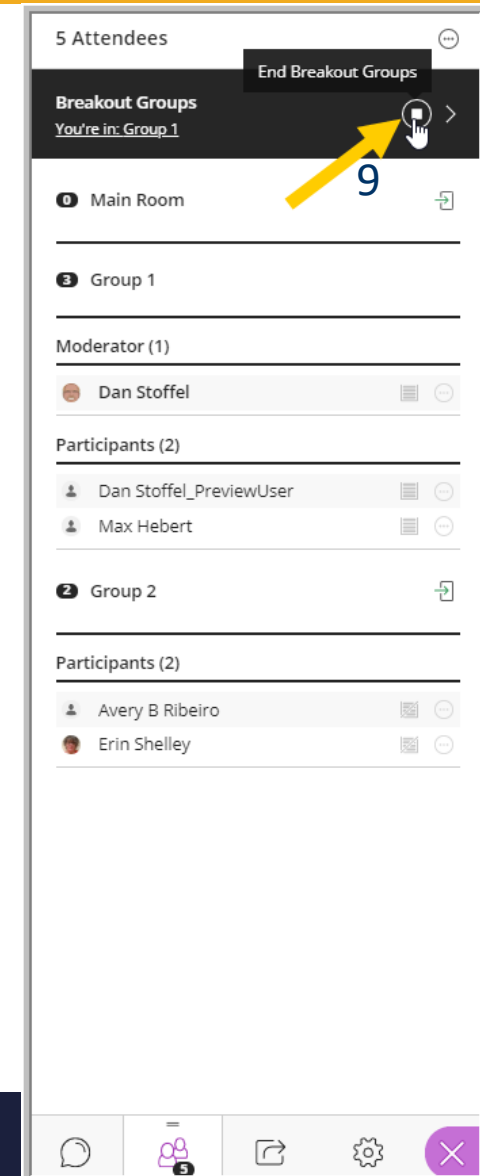
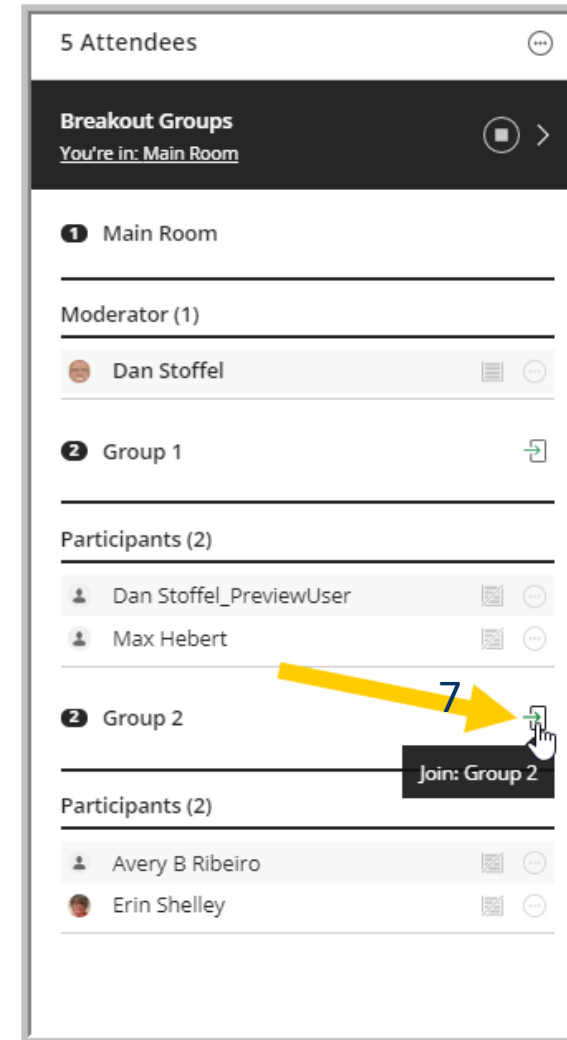
BLACKBOARD COLLABORATE: BREAKOUT ROOMS

1. From the **Share Content** screen, select the **Breakout Groups** tool
2. There are two ways to assign students to groups: **Randomly assign**, or **Custom assignment**
3. Select whether or not students may switch groups
4. If randomly assigning, select the number of groups; if using custom assignment, drag-and-drop students into groups
5. Click **Start** to move participants into their groups
6. Click a group name (e.g., Group 1) to re-name the group

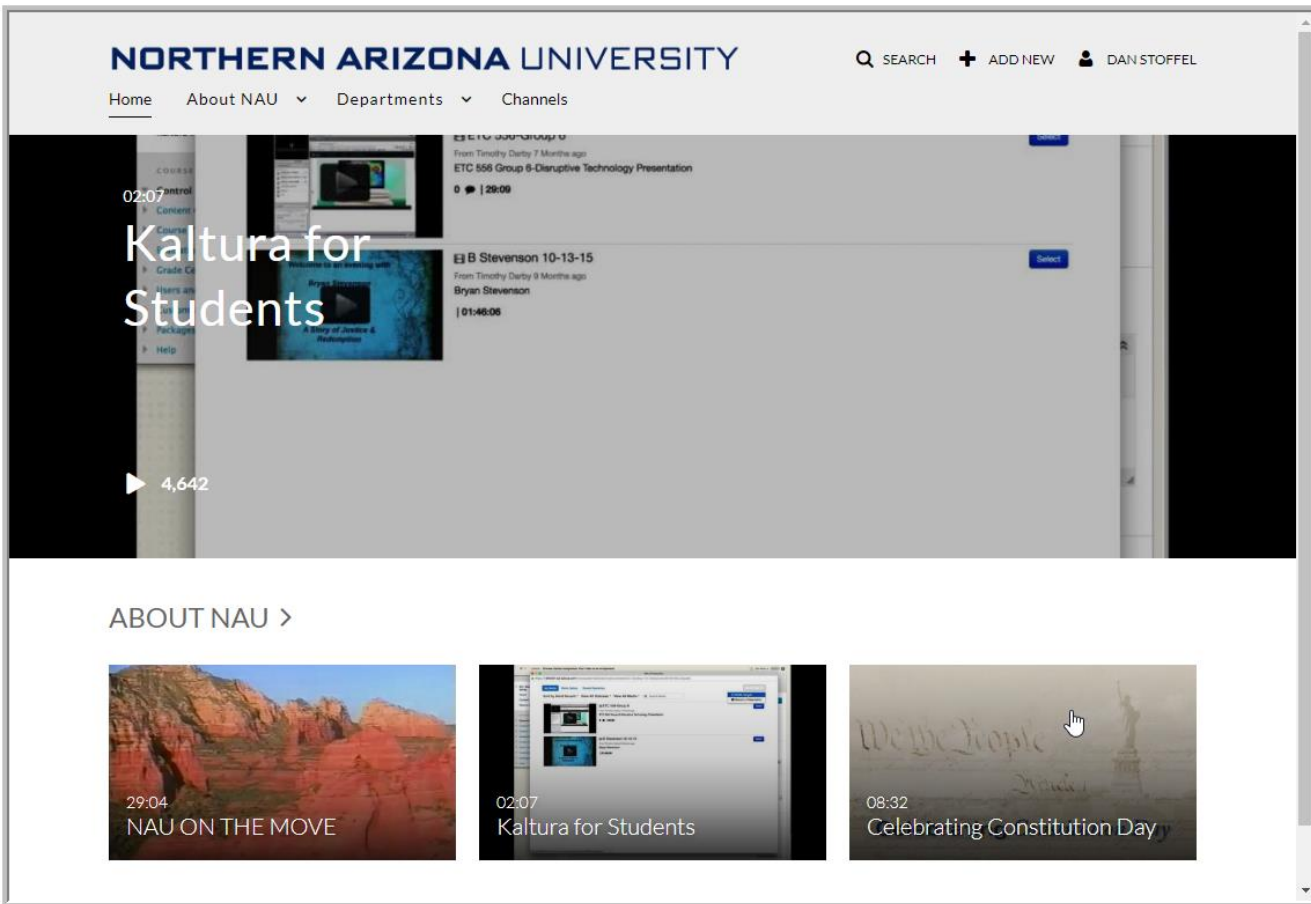


BLACKBOARD COLLABORATE: BREAKOUT ROOMS

7. From the main Breakout Groups window, click a group's "entry door" to drop into that group
8. You may go back and forth between groups as often as you wish
9. Click the **End Breakout Groups** button to disband the groups and bring everyone back into the main room
10. Overview video:
<https://www.youtube.com/watch?v=D4dudLGevhw>
11. More info:
https://help.blackboard.com/Collaborate/Ultra/Moderator/Moderate_Sessions/Breakout_groups



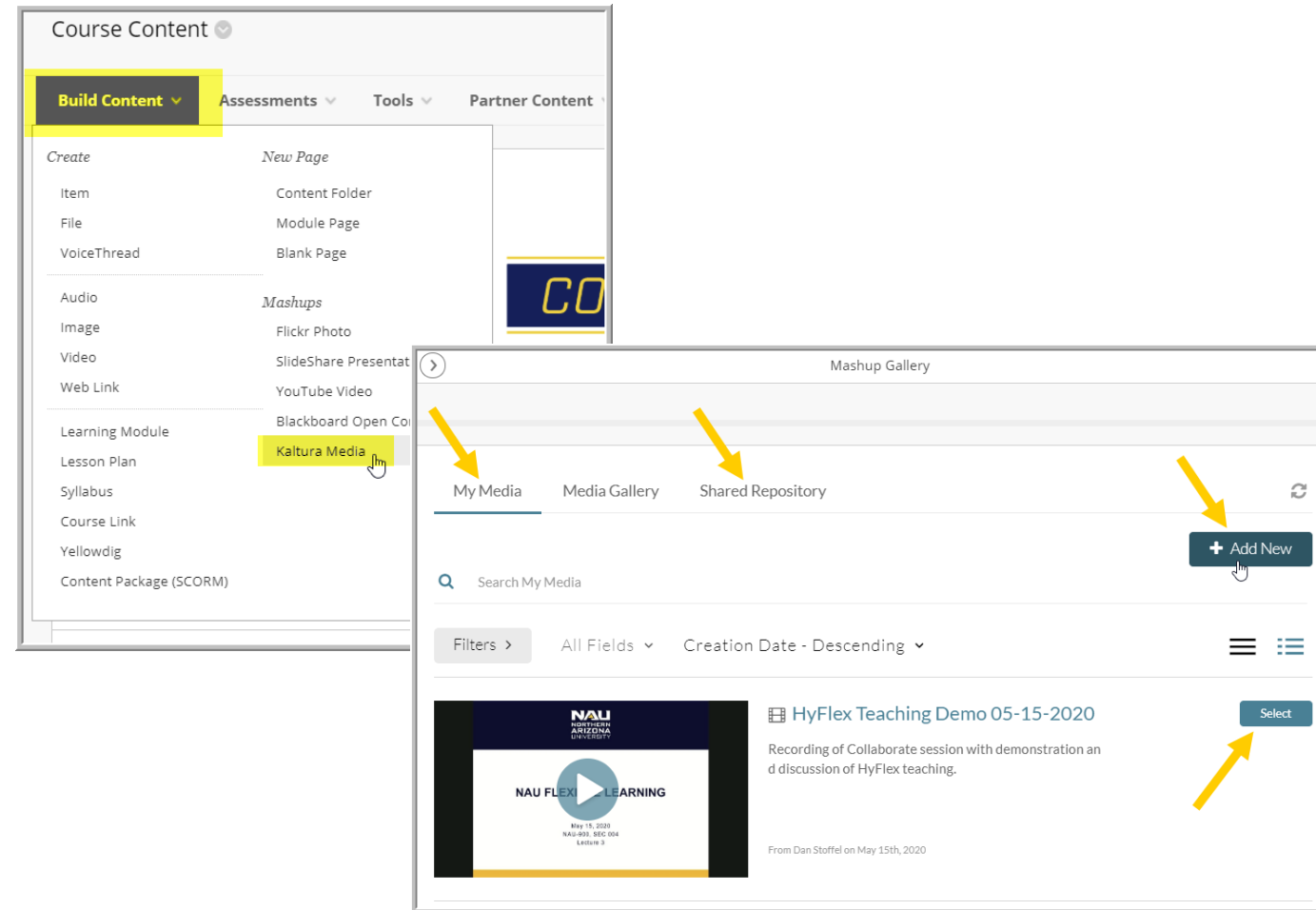
KALTURA MEDIA STREAMING



- Kaltura allows faculty and students to upload media (video, audio) that can then be streamed
- Streaming media eliminates the need to store huge files in Bb Learn
- Students do not have to download huge files (especially important for poor network connections)
- Integrated with Bb Learn: add one media piece across multiple courses
- Students may upload video and audio assignments (presentations, etc.)

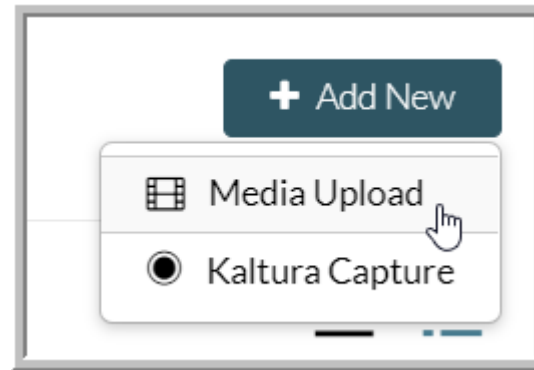
KALTURA MEDIA STREAMING

- To add media to your course, select **Kaltura Media** from the **Build Content** menu
- Choose from:
 - **My Media** (media you have already uploaded to Kaltura)
 - **Shared Repository** (media available to everyone, for example a movie uploaded by Cline Library)
 - **Add New** to upload your own media or create media on the fly
- Click **Select** when you have located the correct media



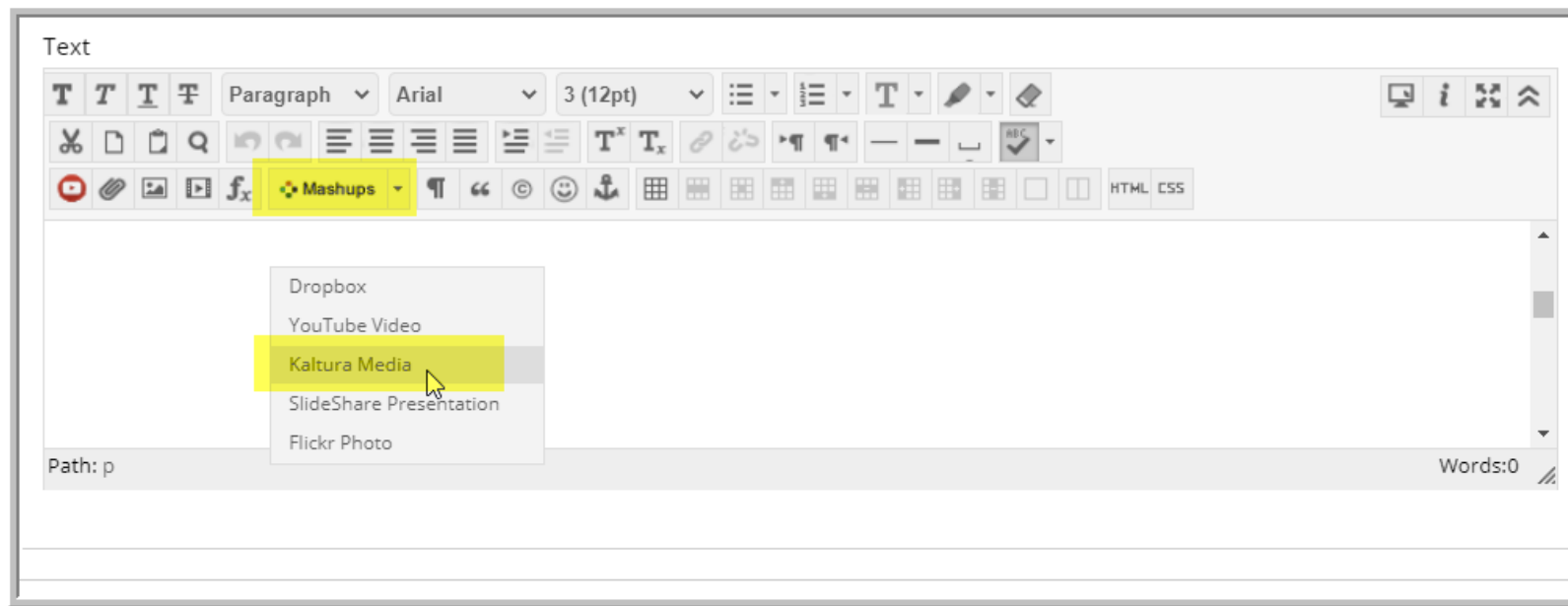
KALTURA MEDIA STREAMING

- When adding media, select **Media Upload** to upload existing media (e.g, MP4 video)
- Select **Kaltura Capture** to create your own recording
 - Narrated PowerPoint
 - Lecture capture with both Screen and Webcam
 - Demonstration of software process
 - Select full screen or just a portion of your screen



KALTURA MEDIA STREAMING

- Kaltura Media is also available anywhere the Text Editor is available, so students may upload media for assignment submissions, in discussion posts, etc.



- More information on using Kaltura is available in our [Knowledge Base](#)

USING THE GROUPS TOOL IN BLACKBOARD

1. Which Bb Learn features use Groups?

▼ **Group Tools**

- Collaborate
- File Exchange
- Group Blog
- Group Discussion Board
- Group Journal
- Group Wiki

2. How are students assigned?

Course Management

- ▼ **Control Panel**
- ▶ Content Collection →
- ▶ Course Tools
- ▶ Evaluation →
- ▶ Grade Center →
- ▼ **Users and Groups**
 - Groups
 - Users

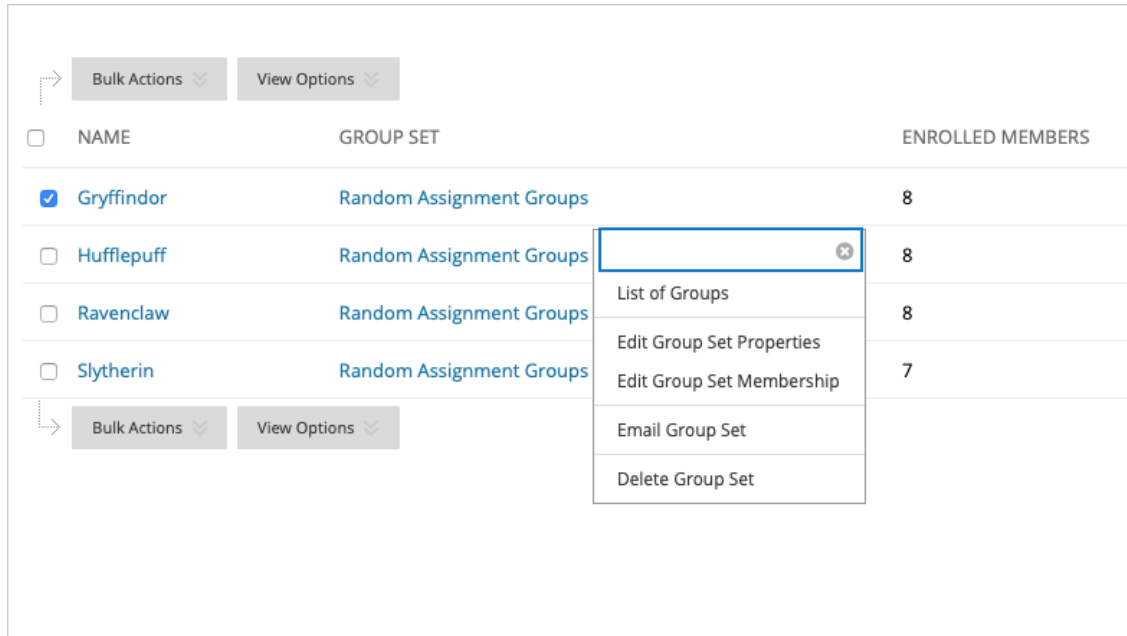
Groups

Create ▼ Import

<i>Single Group</i>	<i>Group Set</i>
Self-Enroll	Self-Enroll
Manual Enroll	Random Enroll
	Manual Enroll

USING THE GROUPS TOOL IN BLACKBOARD

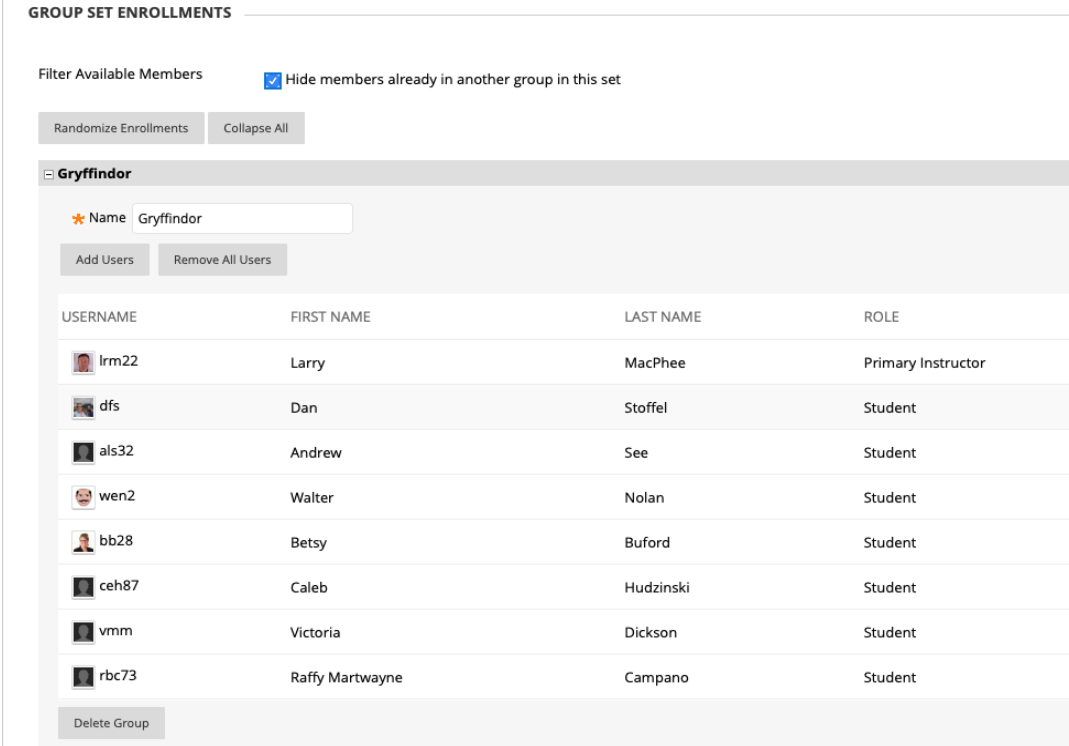
3. How do I change Group settings?



The screenshot shows the Blackboard Groups tool interface. At the top, there are 'Bulk Actions' and 'View Options' buttons. Below is a table with columns: NAME, GROUP SET, and ENROLLED MEMBERS. The table lists four groups: Gryffindor, Hufflepuff, Ravenclaw, and Slytherin, all under the 'Random Assignment Groups' set. A context menu is open for the 'Hufflepuff' group, showing options: List of Groups, Edit Group Set Properties, Edit Group Set Membership, Email Group Set, and Delete Group Set.

NAME	GROUP SET	ENROLLED MEMBERS
<input checked="" type="checkbox"/> Gryffindor	Random Assignment Groups	8
<input type="checkbox"/> Hufflepuff	Random Assignment Groups	8
<input type="checkbox"/> Ravenclaw	Random Assignment Groups	8
<input type="checkbox"/> Slytherin	Random Assignment Groups	7

4. How do I manage Group enrollments?



The screenshot shows the 'GROUP SET ENROLLMENTS' page for the 'Gryffindor' group. It includes a 'Filter Available Members' section with a checked option 'Hide members already in another group in this set'. Below are 'Randomize Enrollments' and 'Collapse All' buttons. The main section shows a list of users enrolled in the group, with columns for USERNAME, FIRST NAME, LAST NAME, and ROLE. A 'Delete Group' button is at the bottom.

GROUP SET ENROLLMENTS

Filter Available Members ☒ Hide members already in another group in this set

Randomize Enrollments Collapse All

Gryffindor

Name: Gryffindor

Add Users Remove All Users

USERNAME	FIRST NAME	LAST NAME	ROLE
lrm22	Larry	MacPhee	Primary Instructor
dfs	Dan	Stoffel	Student
als32	Andrew	See	Student
wen2	Walter	Nolan	Student
bb28	Betsy	Buford	Student
ceh87	Caleb	Hudzinski	Student
vmm	Victoria	Dickson	Student
rbc73	Raffy Martwayne	Campano	Student

Delete Group

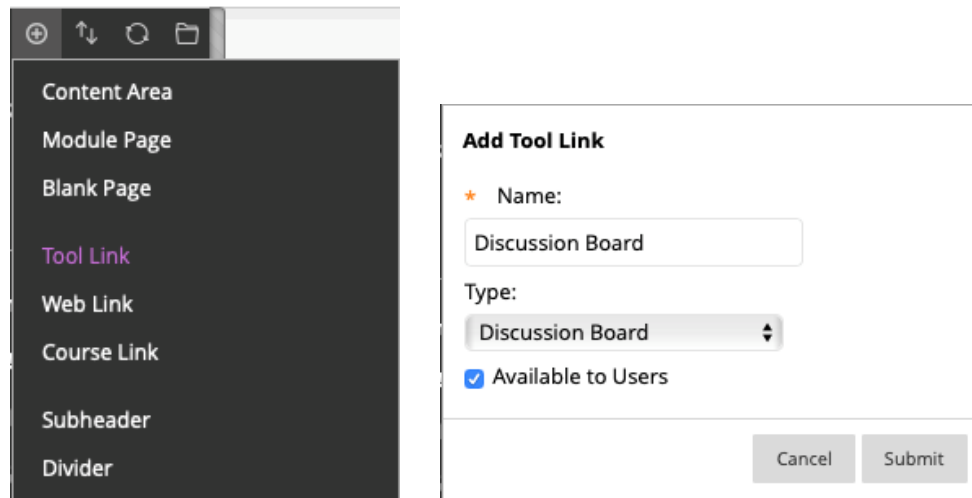
5. How do I grade group work? (Grade Center/Needs Grading)

https://help.blackboard.com/Learn/Instructor/Assignments/Grade_Assignments/Grade_Group_Assignments

USING THE DISCUSSION BOARD IN BLACKBOARD

1. Terminology: Discussion Board/Forums/Threads

2. How to add the Discussions tool to the Course Menu



3. Video: Discussions Overview

<https://youtu.be/2PqHFhtIUuQ>

4. So many choices -->

FORUM SETTINGS

Viewing Threads/Replies ☒ Standard View
☐ Participants must create a thread in order to view other threads in this forum.

Grade ☒ No Grading in Forum
☐ **Grade Discussion Forum:** Points possible:
☐ Grade Threads

Alignments ☐ Forum alignments
☒ Thread alignments

Subscribe ☐ Do not allow subscriptions
☐ Allow members to subscribe to threads
☒ Allow members to subscribe to forum
☐ Include body of post in the email
☒ Include link to post

Create and Edit ☐ Allow Anonymous Posts
☐ Allow Author to Delete Own Posts
☐ Allow Author to Edit Own Published Posts
☒ Allow Members to Create New Threads
☒ Allow File Attachments
☒ Allow Users to Reply with Quote
☐ Force Moderation of Posts

Additional Options ☐ Allow Post Tagging
☐ Allow Members to Rate Posts

Q & A

To ask a question, you can use the **chat feature** or **raise your Zoom hand**.

Samantha *NAU Online*

Dan *Information Technology Services*

Larry *e-Learning*

THANK YOU!

Session	Day	Time
Interaction and Community Building in the NAUFlex Learning Environment	Friday, June 19	10:00-11:00
Alternative Assessments in the NAUFlex Learning Environment	Tuesday, June 23	12:00-1:00
	Wednesday, June 24	10:00-11:00
NAUFlex Classroom Management	Thursday, June 25	9:00-10:00
	Friday, June 26	10:00-11:00
NAUFlex Course Design Workshop (4-day facilitated online workshop)	Multiple Dates See registration.	

nau.edu/facdev

Register for upcoming events