

FBMH eLearning Newsletter 1

16th Oct 17

Our team and what we do?

This is the first of 5 newsletters we plan to produce each year providing staff with information and key support activities to help you. These newsletters will cover training courses, new innovations and changes in the learning environment.

The eLearning team aim to provide an accessible and supportive environment to work in partnership with everyone who contributes to teaching and learning. This includes providing advice on making the best use of [innovative software](#) to support and enhance teaching and learning within your courses.

October Update:

Blackboard Notifications

In Blackboard, discussion boards normally allow instructors and students to subscribe to notifications, meaning that a user can receive an email when a new comment or thread is added to that board.

However, there are currently issues with discussion board notifications which mean that emails are not being sent to subscribers, either as regular notifications or a daily digest instead. All other functions of the discussion board are working.

Blackboard are aware of this issue, but as yet do not have a timescale for it to be fixed.

To address the additional emails you may now be receiving and disable these notifications, staff and students can configure their own notification settings via the link on their Blackboard homepage, or [here](#):

These two FBMH guides might be expedient should staff or students wish to disable all notifications:

[Staff guide:](#)

[Student guide:](#)

Note that these guides only relate to these passively generated notifications. Instructors within Blackboard can elect to send emails to staff and students within their courses, and the notifications preferences will not affect these emails.

Supported Software

The eLearning team can provide support for you to get started using innovative software to enhance your teaching and learning.

We have produced a series of [short videos](#) to introduce the tools supported by the team. We are happy to discuss in more detail what might work best for you.

Bring Your Own Device (BYOD)

Today's students are accessing digital materials using many different devices, from phones to tablets and laptops and we need to know which devices the students are using. The eLearning team can offer you advice on the best software to use for your teaching on or off campus and can help you to identify resources that are compatible with most student-owned devices. We have produced a short [survey](#) to support gathering information from students on what devices they own, which can help us support interactive teaching approaches. Staff are welcome to use this survey to gather bespoke information for their own teaching.

Training Courses Summary

A series of 2 hour training courses will be delivered in our dedicated eLearning training room located on the 3rd Floor of the Simon Building. All courses will be delivered by experienced eLearning staff, who will ensure that the content can be easily adopted. These courses are limited to a maximum of 6 people so booking is essential for staff engagement. Where courses are over-subscribed we will timetable additional sessions at a later date.



Training Courses Dates & Booking

Blackboard 23rd October and 26th October

'Blackboard, the Basics' (Blackboard 101)

Aimed at staff with limited Blackboard experience. This course will get you through all the basics of setting up, or helping out with, your first Blackboard course.

'Improving your Teaching and Learning Using Blackboard' (Blackboard 201)

Aimed at staff who have the basic skills (covered in Blackboard 101) but who wish to assess their students online and/or provide tailored content to a subset of students within their courses. This class will look at the basic skills needed to run online assessments and online submission using TurnItIn.

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23rd October 10am: Blackboard 101

<https://www.eventbrite.co.uk/e/blackboard-101-tickets-38805173318>

23rd October 2pm: Blackboard 201

<https://www.eventbrite.com/e/blackboard-201-tickets-38831254327>

26th October 10am: Blackboard 101

<https://www.eventbrite.com/e/blackboard-101-tickets-38831295450>

26th October 2pm: Blackboard 201

<https://www.eventbrite.com/e/blackboard-201-tickets-38831312501>

31st October 10am-12pm

'Blackboard For eLearning and Admin Staff' (Blackboard 301)

Primarily for eLearning staff but this will also be helpful to those in administrative roles (i) learn about the parts of Campus solutions that have an effect on Blackboard? and (ii) when to contact the eLearning Team for help with course set up.

<https://www.eventbrite.com/e/blackboard-301-tickets-38831339582>

8th November 10am-12pm

'Getting started with Softchalk/Softchalk Cloud for the delivery of course materials'

This course is designed to help you get started using Softchalk and to support you to install, manage and build an online unit.

<https://www.eventbrite.com/e/getting-started-with-softchalk-tickets-38831750812>

14th November 10am-12pm

'Nearpod Bootcamp and workshop'

Learn to convert existing materials into Nearpod and receive guidance and support on the creation of interactive and engaging lectures/tutorials

<https://www.eventbrite.com/e/nearpod-bootcamp-workshop-tickets-38831842085>

30th November 10am-12pm

Turnitin – Zero to Hero

This course is for any staff member who wishes to run a Turnitin assignment while supporting others in marking Turnitin papers or checking originality reports.

<https://www.eventbrite.co.uk/e/turnitin-zero-to-hero-tickets-38832237267>

4th December 10am-12pm

'Basic use of iSpring'

This course explains how iSpring is used with PowerPoint to create media rich interactive content that can easily be delivered using Blackboard.

<https://www.eventbrite.com/e/basic-use-of-ispring-tickets-38831901262>

Lunchtime Webinars

A series of 5 lunch-time webinars hosted by the eLearning team and designed to help support staff are also in the pipeline. Do look out for these in the faculty announcements! These webinars are designed to be accessed at your desk, on your tablet or even mobile phone. We will be inviting International experts to present on their eLearning work.

Support locations

Staff are welcome to drop in for a face-to-face chat currently in 2 different locations:

- Lounge/Cafe area on the ground floor of the Michael Smith Building. Every 2nd 3rd and 4th Wednesday of the month 1.30pm to 2.30pm)
- Innovation Café (Grafton Street).
1st Wednesday of the month from 1.30pm to

2.30pm

These run throughout the year and provide an opportunity to meet with a member of the team to discuss any questions or ideas.

Please contact the eLearning team if you require different times or locations for drop-in sessions and we will do our best to accommodate this.

How do you contact us?

There are a number of ways to [make contact](#):

- by phone for quick, straightforward or emergency queries;
- via one of our weekly drop-in sessions;
- using our new youcanbook.me system which has been introduced to ensure that within three working days you can be confident that the most appropriate member of our team will be available to discuss either face to face or by phone at a time of your choosing.

Our next newsletter will be published on 4th December 2017. We will be using these newsletters to inform staff about developments in eLearning. We welcome feedback and let us know of any items you would like included in future issues.