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Salisbury UNIVERSITY



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# TEACHING & LEARNING resources

*Valuing, supporting and promoting the advancement of excellence in teaching and learning at Salisbury University.*

## Copyright Seminar Postponed

With the increased use of online technology to offer course content at Salisbury University, the Blackwell Library and the TLR have invited Kimberly Bonner, the Director of the Center for Intellectual Property at UMUC, to speak about digital copyrights. Teaching and Learning Resources has had multiple requests to provide videos and audio to students through MyClasses. We have been able to successfully fulfill some of these requests through obtaining copyright permission from the publisher, but there are many other situations to take into consideration. Kimberly Bonner has extensive knowledge in this area and we are pleased to announce that she will conduct a seminar on our campus.



We previously announced that the seminar would be on Monday, October 20th from 9am—12pm. Due to personal issues, Ms. Bonner will not be able to make that date. We are working with her to reschedule, but still conduct the seminar this semester. Look for an email in your inbox, soon, that will have details on the new date and time.

If you have specific questions about copyrights and educational use, including information on the TEACH ACT and FAIR USE, please e-mail those questions to Mou Chakraborty, Head of Public Service at Blackwell Library (mxchakraborty@salisbury.edu), and she will relay those questions to Ms. Bonner. Most questions forwarded will be answered during the seminar, so you will definitely want to be in attendance. You may also want to consider asking questions that are not relevant to the current semester, but could effect your teaching conditions in the future. For more information about this seminar, please contact the TLR office at extension 76585.

*From the University of Maryland University College:*



*Kimberly M. Bonner, Esq. Ms. Bonner is the Director of the Center for Intellectual Property in the Digital Environment at the University of Maryland University College. As director of the Center, Ms. Bonner coordinates the development and global dissemination of information on intellectual property in digital distance education. Part of this responsibility includes assisting with the development and administration of on-line workshops and face to face seminars, development of online primers on copyright and plagiarism, writing articles relevant to intellectual property in distance education, conducting research and copyright instruction, and overseeing the development of the first virtual intellectual property scholar program focusing on digital distance education in the nation.*

# Combined Sections in MyClasses Explained



When a faculty member request courses in MyClasses to be combined – either due to cross-listing of courses and sections or simply to aid in the maintenance for teaching several sections of the same course – a detailed process occurs which results in the automatic naming of a course. This article explains this process and thus how it appears to instructor and student alike.

Let's take the example of NURS 311 – a clinical course which has 11 sections. Each section has a cohort of students that will participate in a clinical setting and rotation. Each section also has 1 – 2 faculty members. However, in MyClasses all 11 sections are combined into one course area.

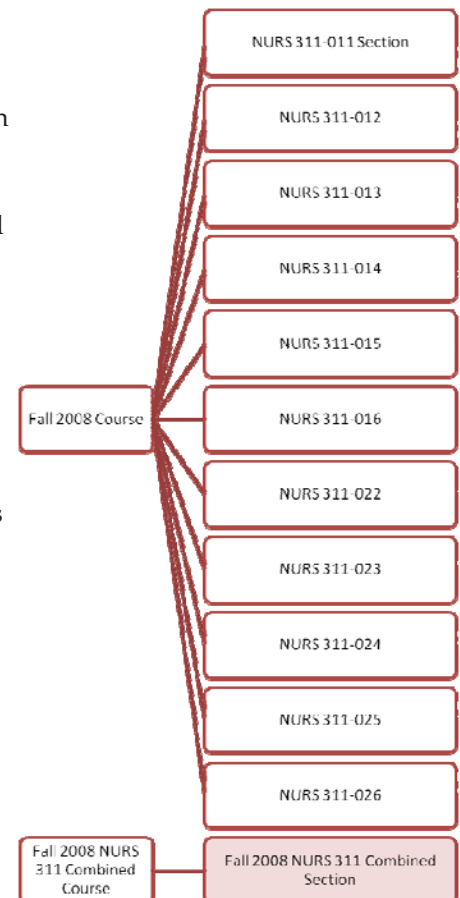
The process for combining these sections is as follows:

- ◆ Faculty member requests the course and asks for the section to be combined via the Course Request form at <http://www.salisbury.edu/library/tlr/cms/courserequest.html>.
- ◆ Each course section is flagged within GullNet as using MyClasses. This enables a report within GullNet to inform MyClasses to create the individual course sections and who is enrolled in the section as instructors and students.
- ◆ The report from GullNet is imported into MyClasses which creates/updates the course and who is enrolled in the course sections. For NURS 311 – this would create 11 separate course areas.
- ◆ Since the individual course sections were requested to be combined – TLR creates another report to combine the sections into one course area. This report creates a separate course area for all sections to share. It is this course area in which the content of the course is stored.
- ◆ Enrollment in each of the individual sections is then referenced by the shared course area – so as individuals are associated within a given section they will have equivalent access to the shared course area.
- ◆ Within MyClasses – the course is listed on the entry page as the individual section in which an individual is enrolled.

Therefore a student in NURS 311-013 will see the combined course area listed as section 013, whereas a student in section 022 will see the combined course area listed as section 022. However, for the faculty member, this is not always so nice. Because a faculty member enrolled as the instructor of section 013, 014 and 022 – will only see the course listed as the first section in which they are enrolled of the combined section. Therefore, the faculty member would also see the class listed as NURS 311-013. In the past, this has caused confusion as the course name does not confirm that the course has been combined.

Once a student or faculty member enters the course – it is our intention for the name of the combined course display near the top of the screen.

Here's a graphical look at how the individual course sections are organized structurally within MyClasses:



## *New Addition to the TLR Family*

Better known as “Connie Mom” to her grandchildren and to those who know her well, Connie Beckwith joins our staff as a part-time administrative assistant. Connie worked for United States Department of Agriculture for 38 years and her last position was in Washington, DC as a Senior Loan Officer in the Guaranteed Loan Division of the Farm Service Agency.

She retired from Washington, DC in January 2006. After a year of cleaning out closets and getting rid of stuff, she decided to find part-time work in order to get out into the community and meet new people. Connie is really a people-person and she wanted to have a position where she would always be surrounded by people. She started her post-retirement career at the Blood Bank of Delmarva before coming to SU in September.

She is a member of Wicomico Presbyterian Church where she presently serves as a Deacon. She is also a member of the Red Hat Society. Connie has two daughters, Jan who lives in Pocomoke and works as an RN for the Worcester County Health Department and Jacqui who lives in Anchorage, Alaska. Connie likes to travel, shop and go antiquing. She enjoys going to plays, shows, movies and eating out with friends, as well as spend time with family.

Connie says that her most difficult adjustment to working at SU is finding a parking space. (Welcome to our campus!) But, her most rewarding assignment: Getting to know the wonderful staff and co-workers at Salisbury University. Drop by and visit Connie during her normal work hours, listed below.

**Mondays: 8am—1pm   Tuesdays: 11am—4pm   Wednesdays: 8am—1pm   Thursdays: 12pm—4pm**



## *TurningPoint Seminar A Success*



Kevin Herrholtz was a science teacher, originally from Ohio, working in Florida when he decided he wanted to venture into a new career. He wanted to head back home to Youngstown, so when a Technical Specialist position at Turning Technologies opened up, he jumped on it. “I always loved working with technology and students and with this position, I can do both”, said Kevin of his new career.



Kevin made the trip to Salisbury University on September 9th to give two presentations for our faculty members regarding TurningPoint 2008. We had multiple faculty members participate in the Seminar, asking various questions that only Kevin could answer. He provided specialized training on many of the newest features available in the 2008 version. Kevin was very excited to see the number of courses we currently have using clickers, which for the fall semester totaled 174.

The Seminar was broken into two classes, one for beginners, the other for advanced users. Each session had information that was informative every faculty member, so many instructors attended both sessions. We appreciate the excitement on campus regarding the clickers!


Turning Technologies continues to provide some of the latest products in the student response system environment. Look for an article about their newest endeavors in next month’s edition of the TLR Newsletter.



# MyClasses In-The-Know!

In this edition of MyClasses In-The-Know we will be discussing how to set up assessments for students with accommodations. Many faculty members are using MyClasses to administer online assessments, but question how to accommodate students that need more time to complete the quizzes and tests.

\*These steps should be completed after finalizing your original online assessment.

- ◆ Under the BUILD Tab: Click on Assessments
- ◆ Click on CREATE ASSESSMENT
- ◆ Title your Assessment the same as your original, but add an additional character, such as \* or #. (Quiz 4\*)
- ◆ Scroll down to the category: TEMPLATE, this is where you will tell MyClasses that you want to base this assessment's settings on an existing assessment
- ◆ Click on the button next to "Base on existing assessment"
- ◆ From the drop-down menu select the original assessment that the class will be taking
- ◆ **DO NOT** check the box "Apply assessment settings only (do not include the questions)". You will want the questions transferred to the new assessment
- ◆ Click SAVE
- ◆ Click on the action link  next to the new assessment and select EDIT PROPERTIES to change the settings to accommodate the student(s) and click SAVE.
- ◆ From the ASSESSMENTS menu, click on the action link next to the new assessment (Quiz 4\*) and choose SET RELEASE CRITERIA
- ◆ At this point you will want to click on the button "ADD MEMBER CRITERIA"
- ◆ This menu will allow you to select who will be able to view this assessment. You will want to choose "Equals" and then select the student(s) that will need to take this assessment. You will also want to do this for the original assessment, but instead of "Equals" you will want to choose "Does Not Equal" and select the student(s) that will not have access to the original version.

**Template**

Select whether or not you want to base this assessment on an existing assessment.

Do not base on an existing assessment

Base on an existing assessment:

- Select assessment - ▾

Apply assessment settings only (do not include the questions)

\*Required field



## Take Note of these Upcoming Conferences

### 14th Annual Sloan-C International Conference on Online Learning

November 5-8 2008

Orlando, Florida

This conference, which will provide the latest information on asynchronous learning programs, processes, packages, and protocols, is geared to both experienced professionals and interested newcomers to online learning.

### Educause Mid-Atlantic Regional Conference: 2009

January 7-9 2008

Philadelphia, Pennsylvania

This year's conference, "The Technology Revolution in Higher Education: IT as a Catalyst for Change," will explore the impact of technology in our rapidly changing world.

### Third Annual Educational Technology Research Symposium

February 3, 2009

A venue for educational technology researchers to present papers in a wide variety of educational technology areas. Accepted papers will be published in the Conference Proceedings book.

Do you know of a conference that should appear here?

Please let us know about it!

## Mac Users Rejoice!

Online lectures are becoming the norm for many faculty members



on campus, but for those faculty who are using a Mac, it's been a struggle. Campus PC users have had the opportunity to use software called Camtasia, which captures your computer screen, such as PowerPoints and websites, and add audio and transitions to the video. Mac users, on the other hand, have not had the capability due to Camtasia's limitation to PCs only.

Keynote is the answer to that problem. It is very similar to PowerPoint, but adds many of the features that Camtasia gives it's users. It will enable faculty to use their Mac to record presentations with audio and allow them to export the presentation as video to be posted in MyClasses. Mac users on campus will also have the capability to export their presentations as Microsoft PowerPoint-ready files for use in the classroom.

Initial testing of the new software and features will occur in our Social Work Department. Keynote is available in the iWork for Mac package, which is available for purchase at the Apple Store online. Look for updates on how it is being used to enhance their online, blended and face to face courses in future editions of this newsletter.



Keynote Screen Capture (iWork—Keynote 08)

## What I Learned @ BbWorld 08

When I was told that I would be traveling to Las Vegas, Nevada to attend the 2008 BlackBoard World Conference, I was not as excited as you may think. I had never flown before, so my first trip would be from the East Coast to the West. It wasn't something that I was looking forward to with much happiness, just ask Melissa.



When I finally arrived there, safe and sound, I was able to then focus on what I need to do...learn all that I could from people like me around the United States. I spoke with people from many different colleges and universities, trying to find out how they did their jobs. Surprisingly, I found that many of them had the same concerns that I did about online learning and how to effectively create, develop and implement courses in this type of environment.

I attended seminars, workshops and a few one-on-one meetings with representatives from many educational software firms. I learned that there is a multitude of options out there, when it comes to delivering online content. The software that I got to test and "play around with" certainly did have a lot of bells and whistles, but there were just so many to choose from. I now know there are so many choices for us and a lot of them can be had for FREE! For starters, check out a free audio editing program called Audacity. Visit the site at <http://audacity.sourceforge.net>. In coming issues of this newsletter, I will share with you some free resources that can help you build upon your web-enhanced, blended or fully-online course(s). I will call this new feature 'TechKnow'.

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