

UNIVERSITY OF HARTFORD

FACULTY CENTER FOR LEARNING DEVELOPMENT

Blackboard Summer 2017 What's New? What's Improved?

Instructors will find that most of the overall course tools and design is much the same. However, faculty, staff and students will now see additional tabs and modules in their Blackboard experience. There are several other minor improvements to existing tools and features, such as the content collection and new Publisher content and an Office Mix LTI integration. This document provides an overview of the improvements and enhancements to existing course features, as summarized below.

What's New?

New Tabs & Modules

The Blackboard Community Engagement tool was implemented in this upgrade, allowing us to customize the tabs across the top to enhance experience for the University community. The tabs across the top now read:

- My Blackboard
- Faculty
- Students
- Hawkmail (direct link to Webmail)
- Technical Support
- Libraries (direct link to the Libraries)
- Courses

All of the tabs are visible to all users of Blackboard with the exception of the Faculty tab, which is visible **ONLY** to Faculty. Additionally, the students will only see the Student Technical Support module on the Technical Support Tab. We allowed Faculty to see all the student tabs and modules so they can see what their students are seeing to refer them to resources as needed.

Each tab provides a customized one-stop experience for users, acting as a portal to various tools, resources, and commonly used links that they would previously need to leave Blackboard to search for, such as links to the Self-Service center, the Student Success Collaborative, etc.

Faculty Tab (Faculty only):

The screenshot shows the Faculty Tab interface for the University of Hartford. The top navigation bar includes 'My Blackboard', 'Faculty', 'Students', 'Hawkmail', 'Technical Support', 'Libraries', and 'Courses'. The main content area is divided into several sections:

- Academic Systems:** Self-Service Page, Self-Service (GIS) login, Course Search, Student Success Collaborative.
- Academic Resources:** Academic Calendar, Student Support Services (Advising Information, Student Success Center, Center for Reading and Writing, Tutoring), Access-Ability Services (Disability Accommodations), Academic Programs (Undergraduate Programs, Graduate Programs, Online Programs), Academic Policies (Academic Information and Policies (MAATP), University Policies, FERPA Information for Faculty, Academic Resources, Academic Honesty, Plagiarism, Copyright), University Forms (University Forms, AEDP).
- Faculty Development:** Faculty Development, Grants and Fellowships, Center for Teaching Excellence and Innovation (CTEI), Faculty Center for Leadership Development (FCLD).
- Departments, Colleges, & Organizations:** Departments (Office of the President, Office of the Provost, TrackOut, Academic Departments, Human Resources/Jobplacement (HRJ)), Colleges (College of Arts and Sciences, Barney School of Business, College of Education, Nursing, and Health Professions, College of Engineering, Technology, and Architecture, Hartford Art School, The Hartt School, Hillier College), Organizations (Staff Association, Faculty Senate).
- Campus Resources:** University Bookstore, Access-Ability Services (Disability Accommodations), Public Safety, Facilities, University Directory, 24-Hour Emergency Services, Beginning Space (BSA).
- What's happening on campus?:** UHXTX Campus Alerts, Delays/Closing Information, UH Newsroom, UNotes, Campus Calendar, Arts & Events.

Student Tab (visible to all):

The screenshot shows the Student Tab interface for the University of Hartford. The top navigation bar includes 'My Blackboard', 'Students', 'Hawkmail', 'Technical Support', 'Libraries', and 'Courses'. The main content area is divided into several sections:

- Academic Resources:** Academic Calendar, Student Support Services (Student Handbook, Advising, Student Success Center, Center for Reading and Writing, Tutoring), Access-Ability Services (Disability Accommodations), Academic Programs (Undergraduate Programs, Graduate Programs, Online Programs, International Student Services, Study Abroad, University Honors), Legal Resources (FERPA Information for Students, Academic Honesty, Plagiarism, Copyright).
- Academic Systems:** Self-Service (GIS).
- Registrar, Bursar, & Financial Aid:** Self-Service Center, Registrar's Office, View and Search Class Schedule, Register for Classes, Bursar, Student Administrative Services Center (SASC), Financial Aid.
- Departments, Colleges, & Organizations:** Departments (Academic Departments, Athletics, Alumni, Online Programs, Student Life), Colleges (College of Arts and Sciences, Barney School of Business, College of Education, Nursing, and Health Professions, College of Engineering, Technology, and Architecture, Hartford Art School, The Hartt School, Hillier College).
- What's happening on campus?:** UHXTX Campus Alerts, Delays/Closing Information, UH Newsroom, UNotes, Campus Calendar, Arts & Events.
- Campus Resources:** Maps (Interactive Campus Map, Printable Campus Map (PDF)), Health and Wellness (Health Services, Connections: Health Education and Wellness Center, Counseling and Psychological Services (CAPS), Public Safety), Academic Services (University Bookstore, Access-Ability Services (Disability Accommodations), Student Success Center, Career Services), Student Life (Residential Life, Dining Services, The Center for Community Service, Student Government Association (SGA), Student Centers Administration (SCA), Campus Activities Team (CAT)).

Office Mix

Office Mix is a free add-on tool for PowerPoint, which makes creating and sharing online lessons and presentations simple. It allows the ability to embed interactive quizzes, videos, simulations and to narrate over PowerPoints with ease. Lessons can be exported as mp4 videos. With the LTI integration built into Blackboard, grading of interactive quizzes built into Office Mix presentations can be passed through to the Grade Center.

A free add-in for PowerPoint

Everything you need to easily create and share interactive online videos



<https://mix.office.com/en-us/Home>

Join us for a more detailed Office Mix session this fall!

To enable:

1. Go to your **Control panel** → **Customization** → **Tool Availability**
2. Find the Office Mix tool and check the box → Click **Submit**.



3. Go to a content area (such as Assignments, Course Documents, Learning Modules, etc.) and click the **Build Content Button** → **Office Mix** (under Mashups)
4. Enter the name of the file, give a description, scroll down and **Enable Evaluation** (if you want grades to appear in Blackboard), give it points, then click **Submit**.

GRADING

Enable Evaluation Yes No

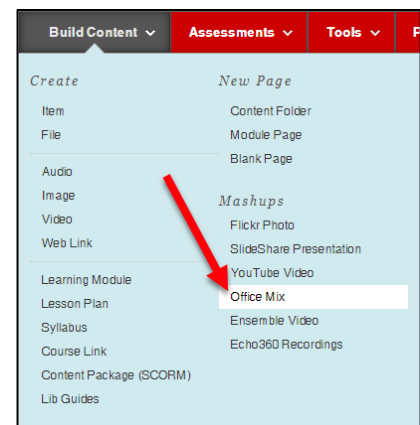
To set additional evaluation options, use the Column settings in the Grade Center

* Points Possible

Visible to Students Yes No

Due Date

Enter dates as mm/dd/yyyy. Time may be entered in any increment.



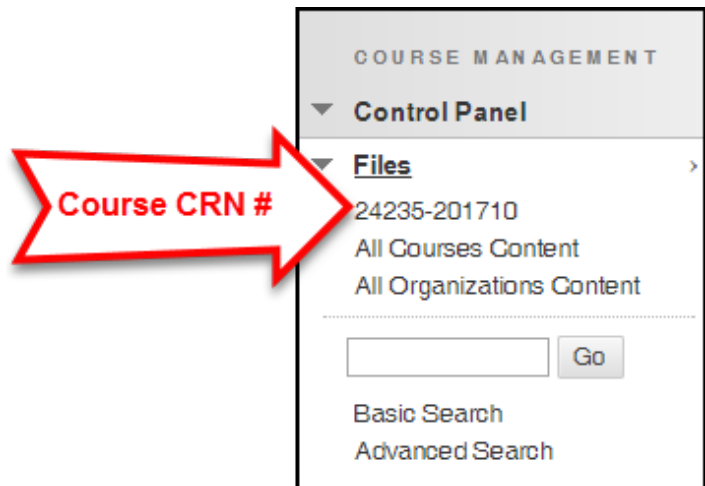
- A link will be created in your course. Click on the link and it will then ask for the Office Mix URL you'd like to place there (as shown below). You can either paste the URL in and click **Find**, or click **My Mixes** (this will ask you to log into your Office Mix account).

- Your Office Mix file will then be linked into your course.

What's Improved?

Content Collection / Files Area

Instructors can now see files from the Current Course (Course CRN #), All Courses Content or All Organizations Content (as long as they hold an instructor role in those courses or organizations). Within the course, go to the **Control Panel** → **Files** and you will see the options listed. Instructors can also complete a Basic or Advanced Search for files. When material is added into Blackboard content areas, the master files area is this Content Collection/Files Area. In this files area, instructors can overwrite files and/or delete files no longer in use to clean up their courses.

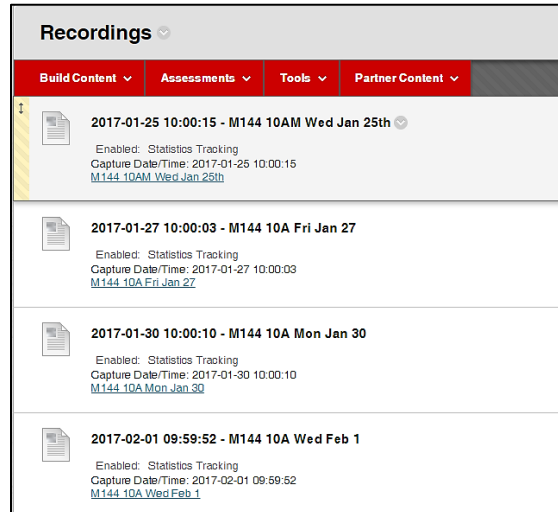


Instructors can also bulk upload content into the files area or create Web Folders on their desktop to manage their course files.

Echo360

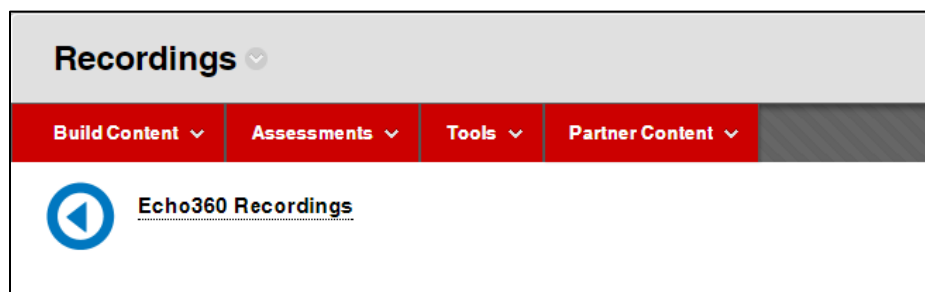
How Echo360 is integrated into your course has changed. Before, Echo360 videos would be linked individually into your **Recordings** area within your Blackboard Course. Because of a recent upgrade to Echo360, new videos uploaded to Echo360 will be added in a different manner via an LTI connection.

Old Way of Viewing Videos in Echo360



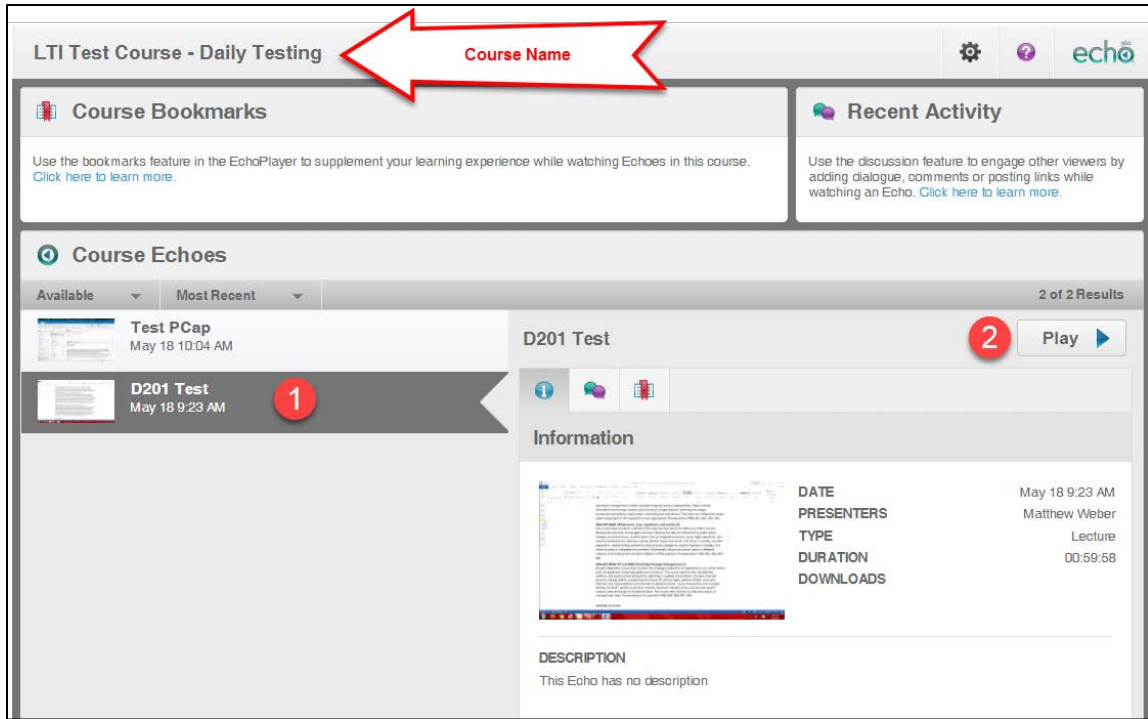
New Way of Viewing Videos in Echo360

Now when you go into the recordings area, you will notice a new link in there called Echo360 Recordings:



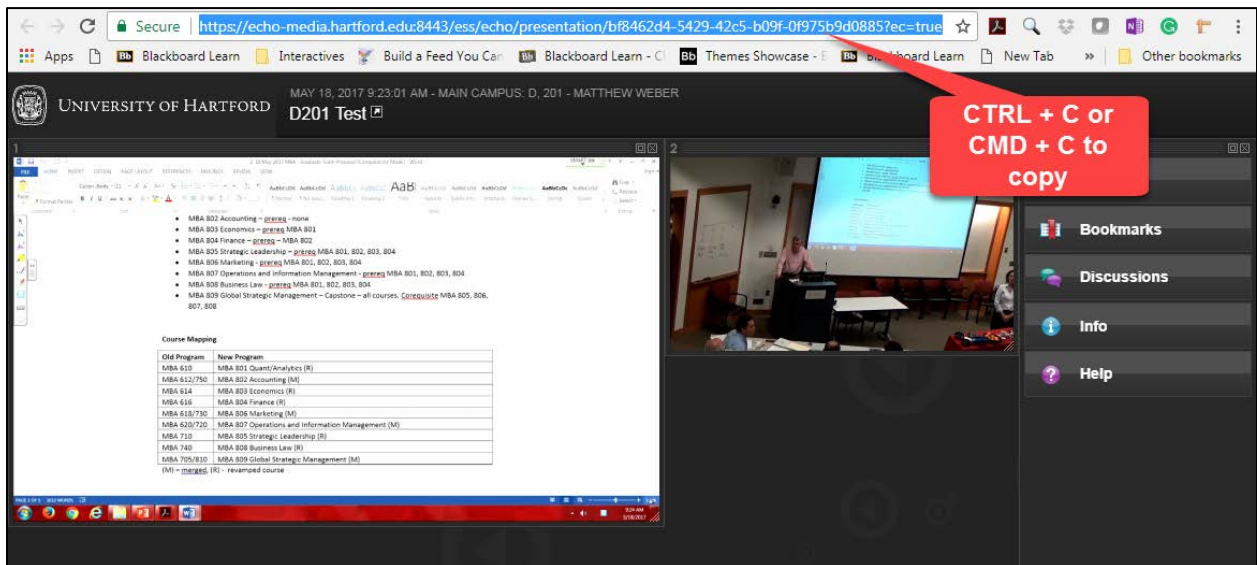
Clicking on the link for **Echo360 Recordings** will open a new window to take you into the Echo360 Course Echoes environment. Here you will see a list containing all of your videos that are linked to this course. If you have previously recorded videos, you will need to contact mts@hartford.edu and ask for your videos to be paired to the new CRN number for your course for them to appear here.

To play a video, simply choose it from the list, then click the **Play** button.

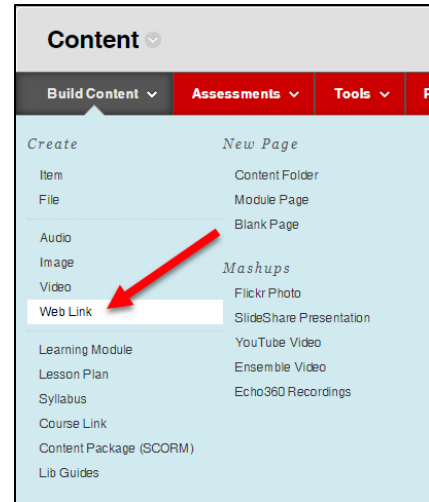


Instructors may want to link videos from the playlist into other content areas of their course. To do so:

1. Find the video from the list you want to link.
2. Click the **Play** button.
3. Copy the URL (webpage address at the top) with CTRL+C (CMD+C on Mac).



4. Navigate back into Blackboard and go to the Weekly folder or other content area you want to create the link.
5. Click the **Build Content** button and then **Web Link**.
6. Paste the URL into the URL box and give it a name, description, attach as you like, then click **Submit**.



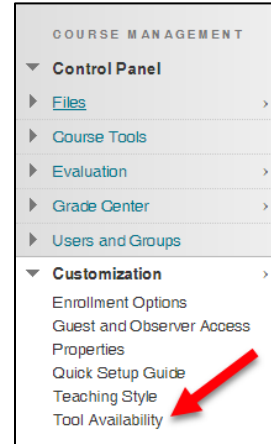
 A screenshot of the 'Create Web Link' form in Blackboard. The form title is 'Create Web Link' and includes a subtitle: 'A Web Link is a shortcut to a Web resource. Add a Web Link to a Content Area to provide a quick access point to relevant materials. More Help'. There is a note: '* Indicates a required field.' and buttons for 'Cancel' and 'Submit'. The form is divided into two main sections: 'WEB LINK INFORMATION' and 'DESCRIPTION'. In the 'WEB LINK INFORMATION' section, there are two required fields: 'Name' (containing 'D201 Video') and 'URL' (containing 'https://echo-media.harford.edu/8443essitecho/'). Below the URL field is a checkbox labeled 'This link is to a Tool Provider. What's a Tool Provider?'. The 'DESCRIPTION' section features a rich text editor with a toolbar containing various text and image formatting options. At the bottom of the form, there is a 'Path: 0' indicator and a 'Words: 0' counter.

Publisher Integrations

We have been working hard on updating LTI integrations with more publishers for our instructors to use with their Blackboard courses.

Current integrations include:

- Cengage
- Chegg
- MacMillan
- McGraw-Hill
- Pearson
- Copia
- Wiley
- Jones & Bartlett
- Magna
- IAD Learning
- Vista Higher Learning

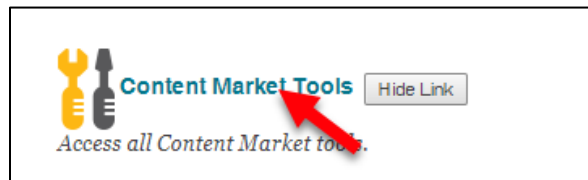
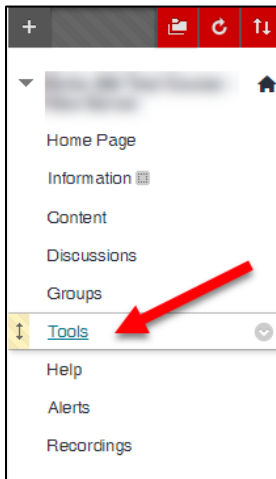


Enabling Publishers

1. To enable these, the instructor must first go to the **Control Panel** → **Customization** → **Tool Availability**.
2. Scroll down to your publisher, and then make sure you check all boxes for your publisher.



3. You will then go into the **Tools** button on your menu and select



4. Click on your Publisher name and follow the directions your Publisher Representative gives you to pair your course.

If your publisher is not listed, we will be happy to work with you and your representative and their technical support on a possible integration with Blackboard. Requests for integrations must be emailed to fclid@hartford.edu.

NOTE: FCLD does not support publisher content, and any technical questions must be referred to your representative or their technical support people. We are happy to “look over your shoulder” and guide you in placement into your course, but we cannot do it for you. You should set up an appointment and come prepared with your login credentials, directions, etc. from your publisher. To book an appointment, email us at fclid@hartford.edu or call (860) 768-4661.

Technology at the University of Hartford

Faculty Center for Learning Development (FCLD)

FCLD provides consulting and instructional support to faculty and staff who are using technology in teaching and learning. The FCLD Faculty Lab in Mortensen 203a is available for faculty support and use and is equipped with instructional technology- related equipment including: PCs, Macs, scanners, and projectors as well as support staff. Faculty wishing to use the lab may contact FCLD.

Phone: (860) 768-4661 **Email:** fclid@hartford.edu

Website: <http://www.hartford.edu/fclid>

Office of Technology Services (OTS) Help Desk

For general computer and Internet/network support questions (not directly related to the classroom but rather passwords, Internet/email problems, Banner/Self-Service, campus Facebook).

Phone: 768-4357 (on campus) or (844) 292-3213 (off campus)

Email: ots@hartford.edu **Website:** <http://hartford.edu/ots>

Student Blackboard Support: (860) 515-3742 or <http://www.hartford.edu/studentbbsupport>

Media Technology Services (MTS)

Faculty should contact MTS for assistance scheduling or implementing classroom technology (2-Way interactive video classrooms, Smart Podiums, laptops, etc.), for setting up WebEx accounts, or for scheduling and instruction for a wide variety of media equipment and resources like LCD data projectors, CD/cassette players, TVs and VCRs, digital video, and more.

Phone: (860) 768-4643 (Main) or (860) 768-4662 (Tech Line)

Website: <http://www.hartford.edu/mts>