Charles Sturt University

Engage

Delivery

All Teaching Staff

December, 2023

Good morning and welcome to our drop-in session!

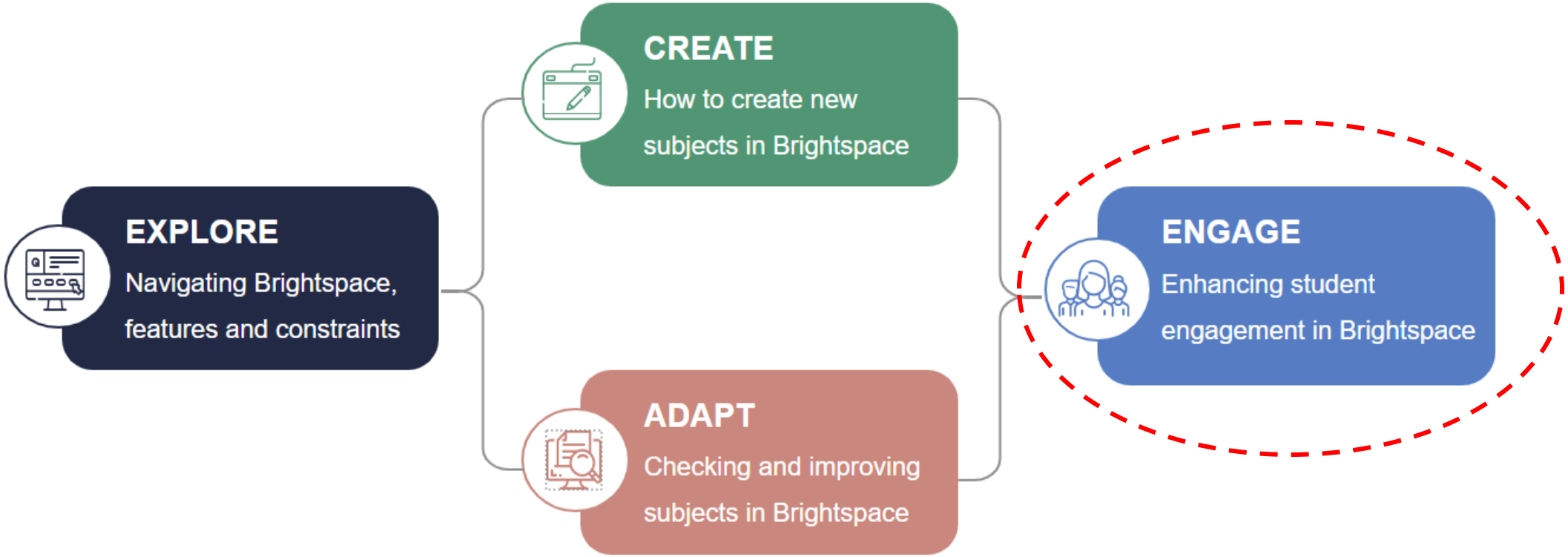
Please take a moment to **note your attendance** here:

Attendance form

Acknowledgement of Country

I would like to acknowledge the Wiradjuri, Ngunawal, Gundungarra and Biripai peoples of Australia, who are the traditional owners and custodians of the lands on which Charles Sturt's campuses are located, and pay respect to their Elders both past and present.

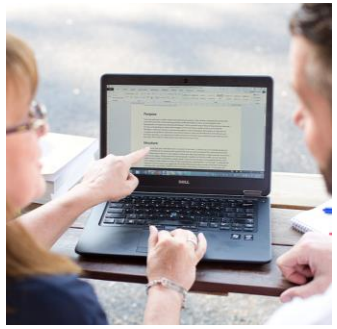
LMS Training Progression



LMS Design Principles

01

Subject sites are **welcoming**



02

Subject sites are **clearly, consistently and logically organised**

03

Subject site design is **accessible and inclusive**

04

Subject sites **foster communication and collaboration**

05

Subject sites **allow students and staff to access appropriate data**

https://www.csu.edu.au/division/learning-teaching/strategic-projects/lms-transition/lms-design-principles

Context

Getting comfortable with the Brightspace interface

Navigation: getting around Brightspace

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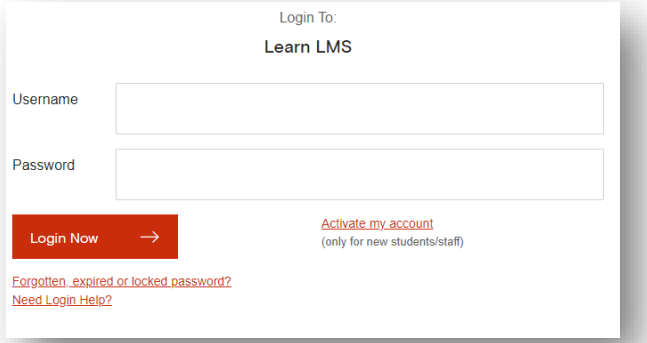
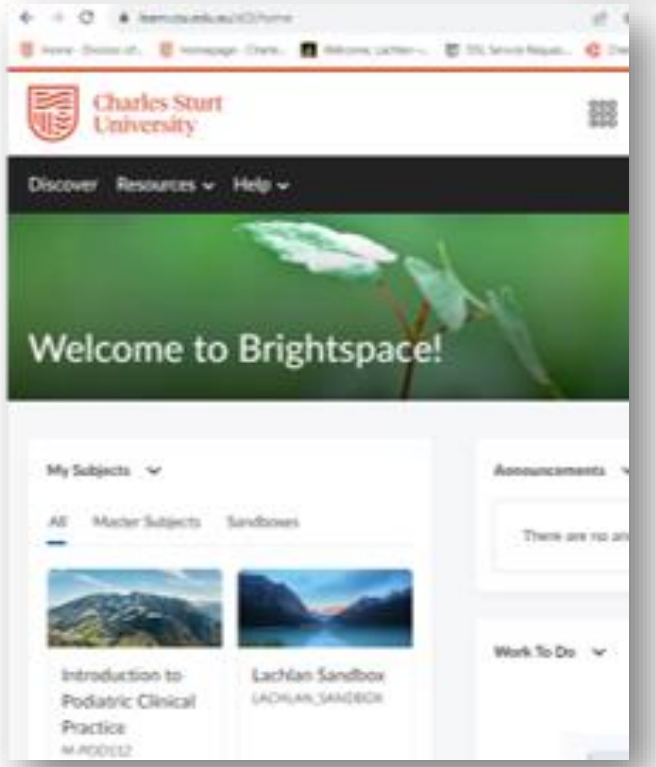
Access

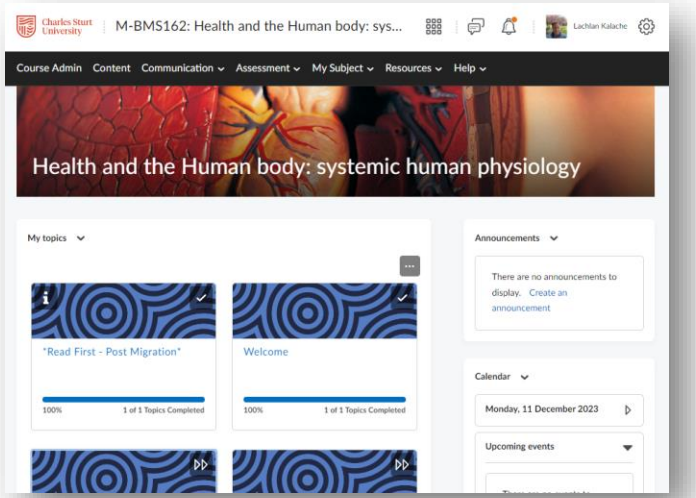
- SSO - Single sign on (CSU credentials) via https://learn.csu.edu.au



Roles & Permissions

- Instructor (subject sites, sandboxes*)
- Learner view (toggle via minibar)





Dashboards & Navigation

- Brightspace 'home'
- Subject 'home'
- Home page(s) Widgets

Recap: D2L Online Community

(aka ‘someone has probably already asked’)

https://community.d2l.com/brightspace/

- Self-paced guided training resources
- Discussion / support forums
- Communities of practice
- Product updates
- Feature requests
- Free courses
- Teaching tools

Engage: Terminology

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Single sign on (SSO)

Brightspace / Personal home page

Subject home page

Master subject site

Session subject site

Home page widgets

Subject migration | optimisation

Brightspace navigation bar ('nav')

Minibar

'Waffle', course selector

Instructor / Learner view

Hamburger menu

Units (modules)

Lessons (sub-modules)

HTML document

'WYSIWYG' (content editor)

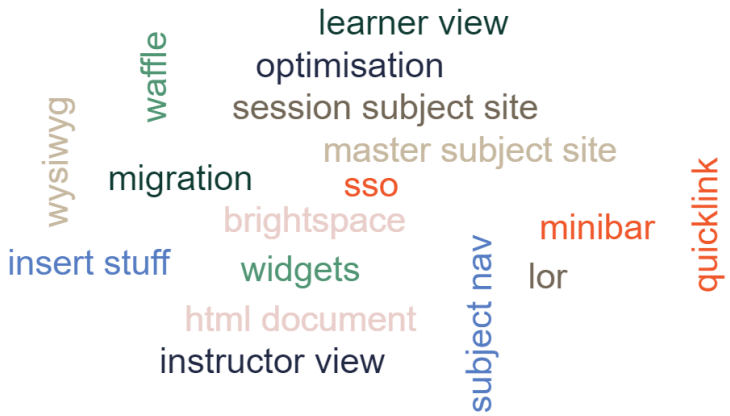
Panopto 'Master' folder

Panopto 'Session' folder

Category

Deployed assessment

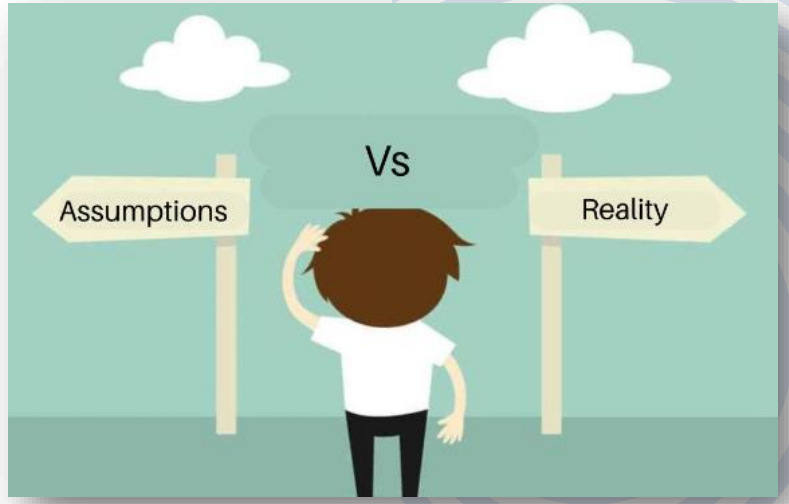
Interactive Video Teaching (IVT)



Menti word cloud 'what are we missing?' (voting link)

Results (word cloud link)

Assumptions



Session Subject site checklist:

- Learning Materials (Content) are fit for purpose → provisioned from the Master site
- Assessment 'shells' are available, but may not have been 'deployed' yet
- Students have been enrolled into the subject site (Course Admin → Classlist), sections (cohorts) will be in place
- Discussion forum structure may have been established – if so, no prior student posts
- That you have been added to the subject site (or have access to a sandbox)

Note. Staff can request a Brightspace Sandbox via

Cherwell (service request ticket → Brightspace → Sandbox)

Session-based Delivery

Brightspace tools to facilitate your teaching

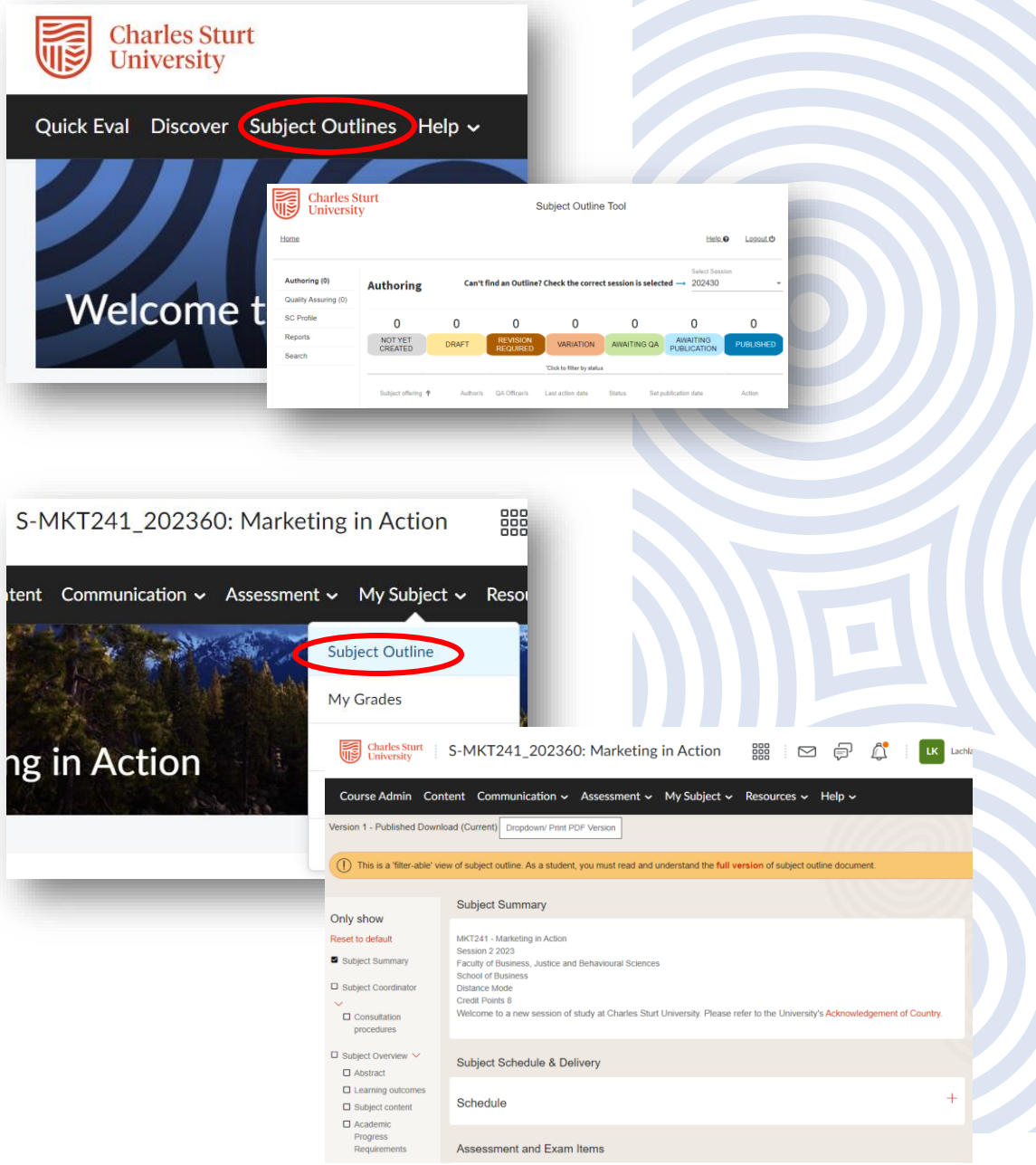
Subject Outline Tool (SOT)

Subject Outline Tool (i.e. drafting, QA etc.):

- located on Brightspace **Home Page Nav**, and
- within the **'Staff Links' widget**
- 'Submission method options' field has been removed from SOT
- Consideration re. 'Learning, teaching and support strategies' section

Live Subject Outlines (students and staff):

- located in the Session subject site (S-SUBJECTCODE_session)
- under '**My Subject**' → '**Subject Outline**'
- Automatically displays the relevant cohort outline (multiple for staff)



Subject Experience Survey (SuES)

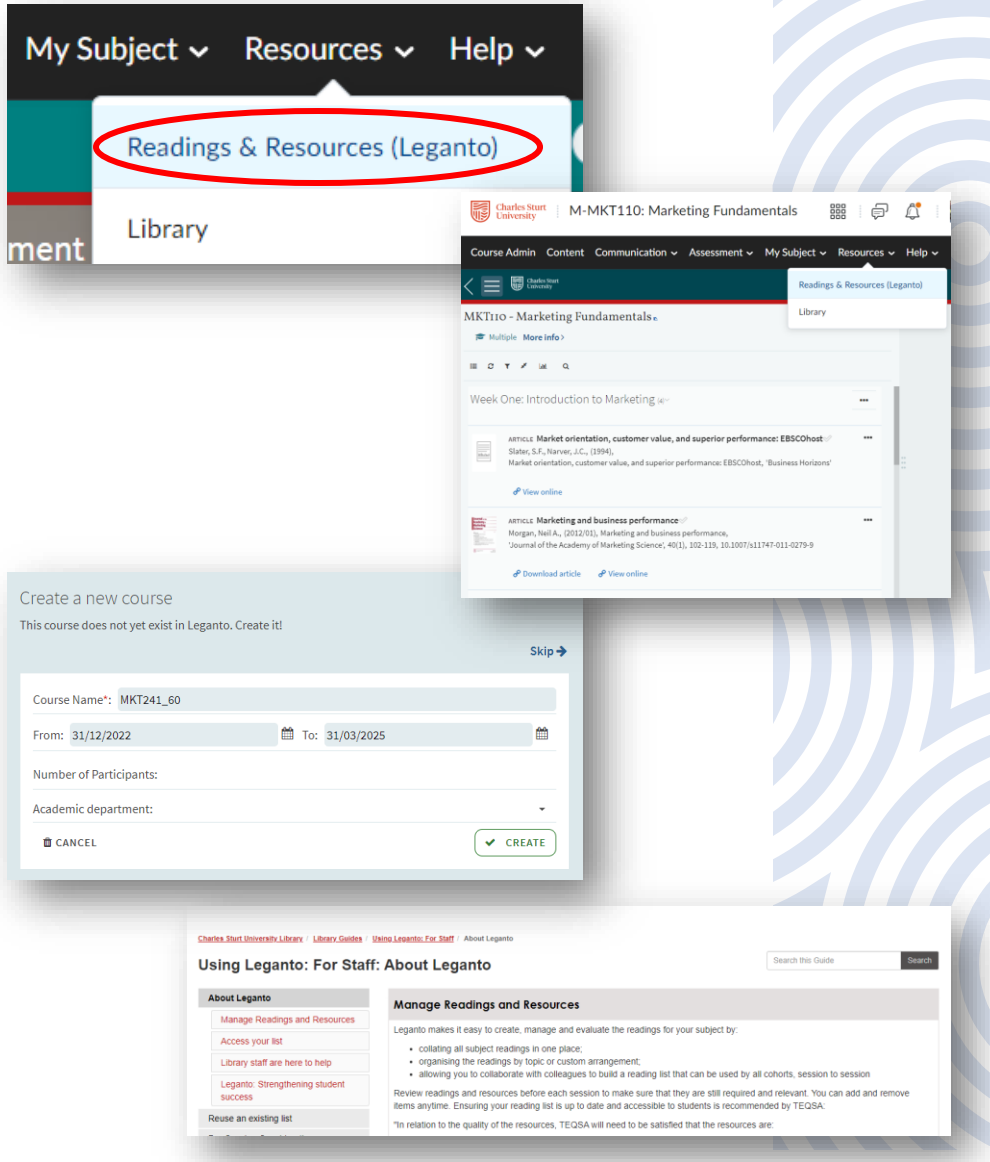
Behaves in the following manner:

- Located within Session subject sites under '**My Subject**'
- Staff also able to access the tool via '**Staff Links**' (Brightspace home)
- Same tool + functionality currently utilised in Interact2
- More information available at https://www.csu.edu.au/division/learning-teaching/subjects/evaluation/student-experience-surveys/about

Reminder: the survey becomes 'live' three (3) weeks prior to the end of session and closes one week after the end of session.

Readings & Resources (Leganto)

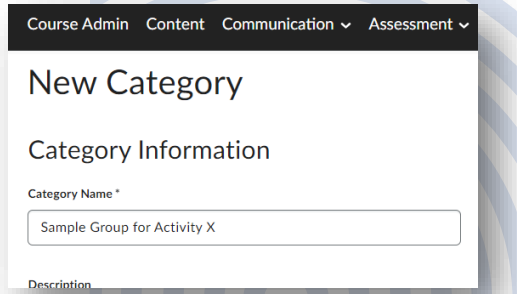
- Located within the subject sites (both Master and Session) under '**Resources**'
- Subjects with an existing Leganto list will retrieve this list automatically
- Subjects with no pre-existing list → Create a new 'course'
- Leganto Libguide available to staff at https://libguides.csu.edu.au/leganto

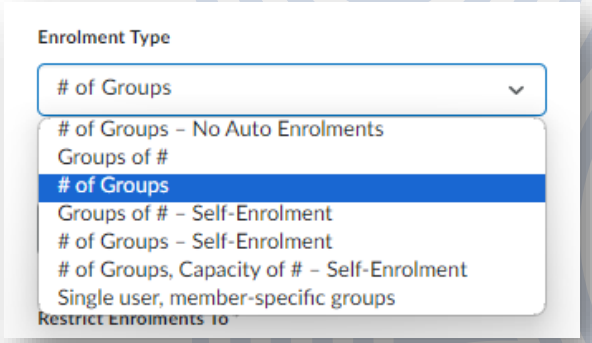


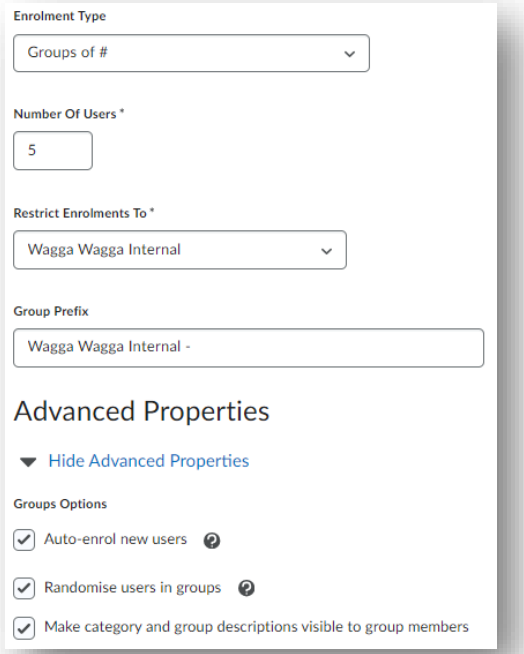
Groups Management

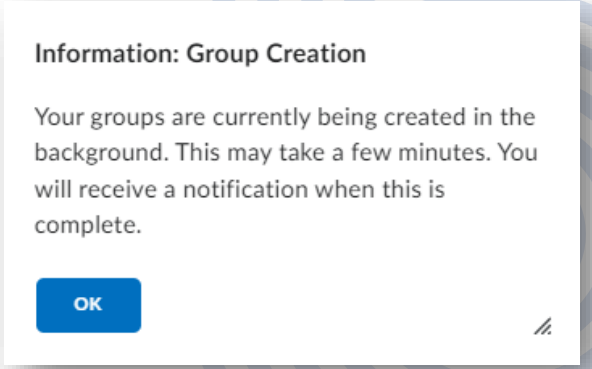
Creation and Management of learner groups:

- Located under the 'Communication' menu (or via **Course Admin → Learner Management**)
- Process begins with creating a category for your groups (i.e. 'group set')
- Various enrolment 'types'
- Can be restricted (e.g. to cohorts / sections)
- Max 200 members / group





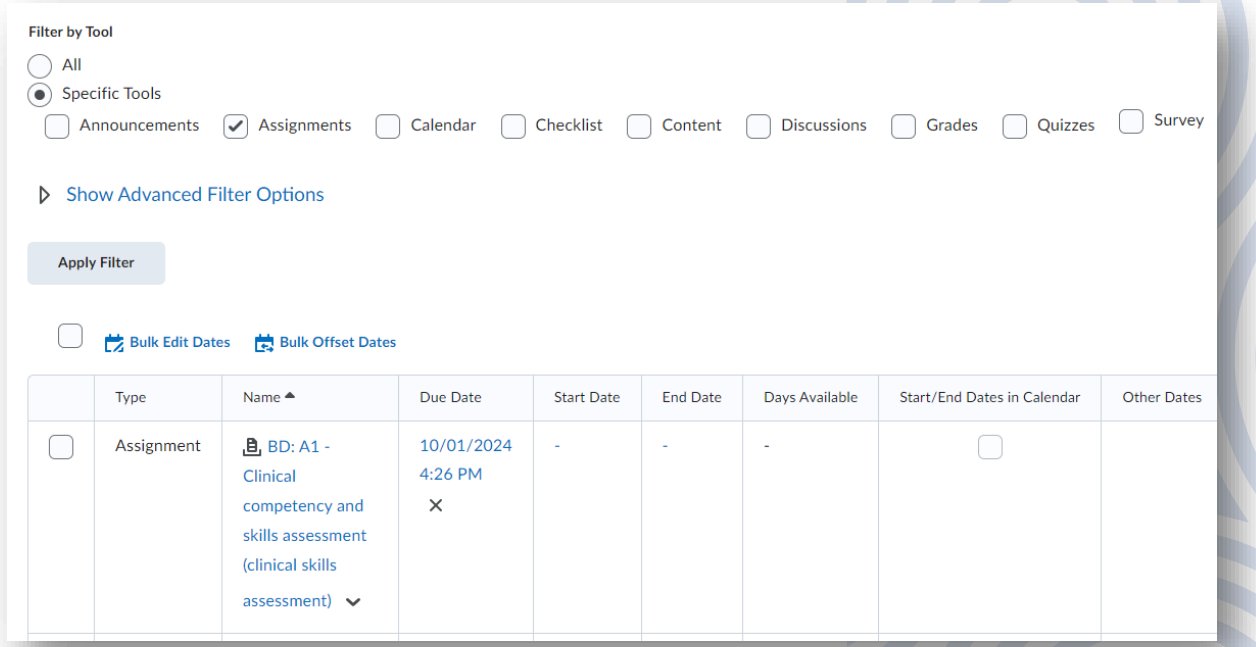




Learning Sequences: the Manage Dates tool

Course Admin → Site Resources → Manage Dates

- Bulk edit due dates / availability dates within the subject duration
- Affects all content types, assessment and discussions
- Filterable to 'tool' types (e.g. announcements, assignments, quizzes etc.)
- Bulk Edit Dates / Bulk 'Offset' Dates feature



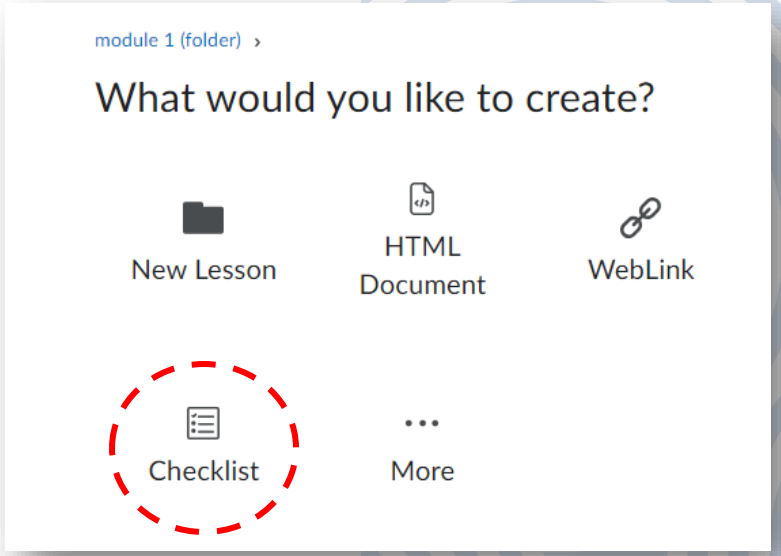
Brightspace Checklist tool

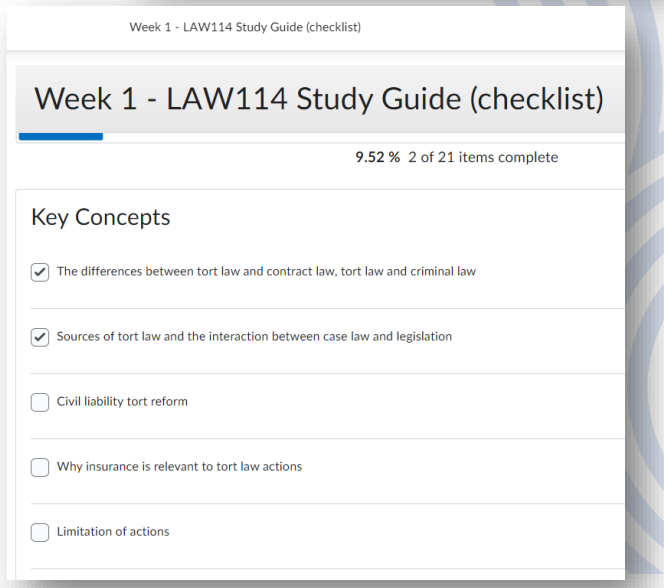
Your existing learning material structure may benefit from checklists to help consolidate learning.

To create a new checklist:

- Instructor view – locate module / sub-folder
- 'Add new' - Checklist
- Populate name (visible to students in your content tool)
- Populate description (instructions?)
- Define categories (subheadings), if desired
- Populate checklist items
- Determine release conditions, if desired

Note. Remember the 'visibility' toggle - check in the Learner view



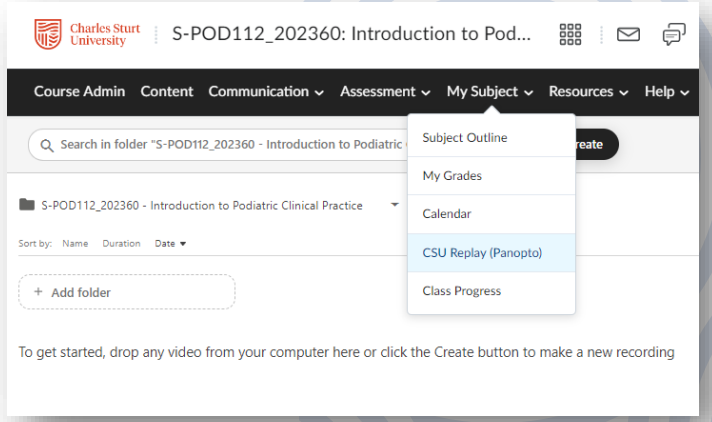


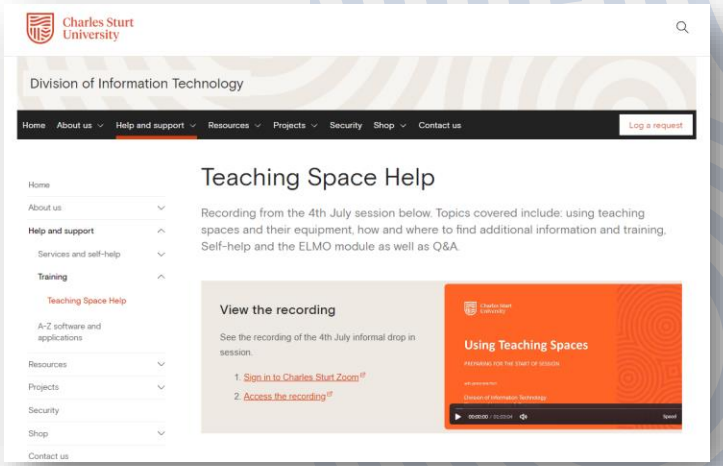
IVT & non IVT Lecture Capture (Panopto vs Zoom)

Recordings made in physical teaching spaces (IVT & nonIVT):

- Booking processes remain the same
- Zoom (IVT) recordings result in the recording link emailed to the instructor, then need to be provided to the student → create a discussion forum / topic
- Panopto (nonIVT) recordings will be captured within the Session Subject site (My Subject → CSU Replay (Panopto))
- Any Panopto recordings required for ongoing use (i.e. subsequent sessions) will need to be copied into the subject's 'Master Panopto Folder' (link)

For additional information on Teaching spaces, refer to https://staff.csu.edu.au/division/information-technology/help-support/training/teaching-space-help

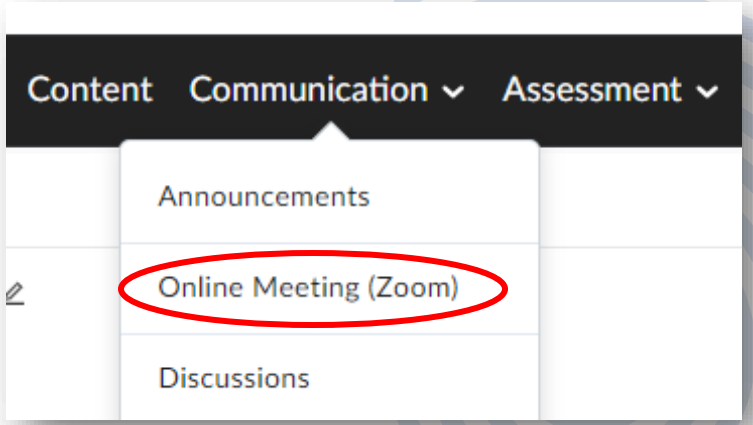


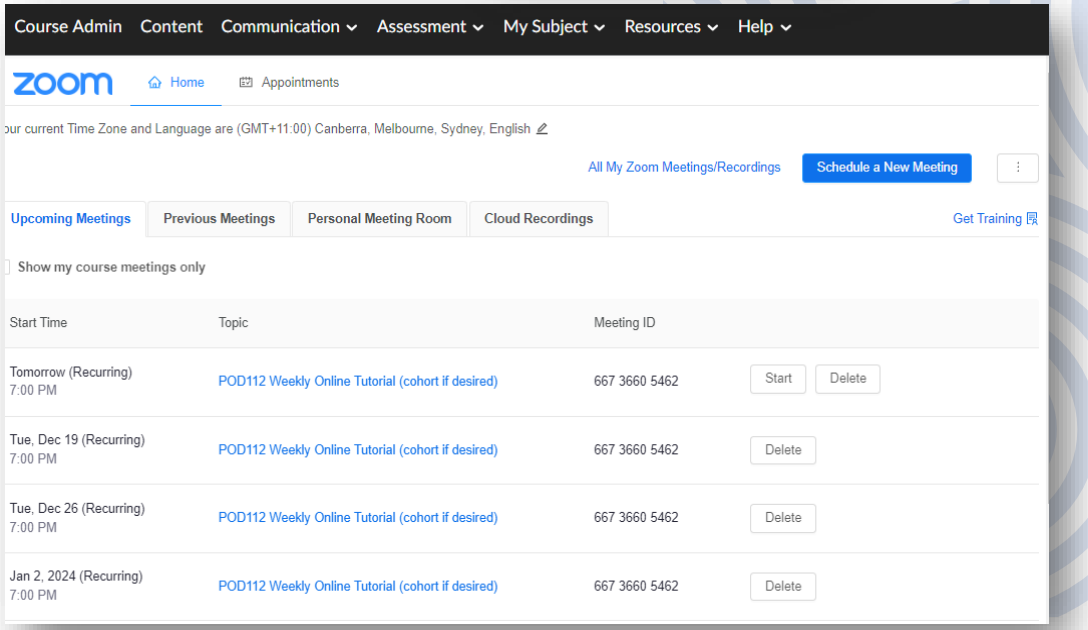


Online Meetings (Zoom)

Behaves in the following ways:

- Same interface as the Zoom LTI used in Interact2 (Blackboard)
- Displays upcoming + previous meeting details (incl. Join link)
- Gives the instructor access to attendance / activity reports
- Cloud recordings (can toggle publish - visibility)
- Joining via the subject site for both staff and students (check sign in via zoom desktop app)
- 365 day 'use-by' on recordings → download and provision elsewhere if required.

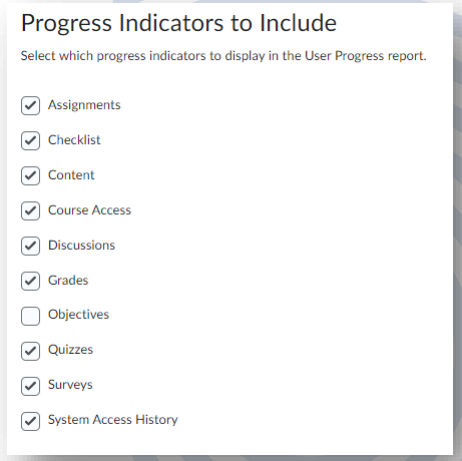


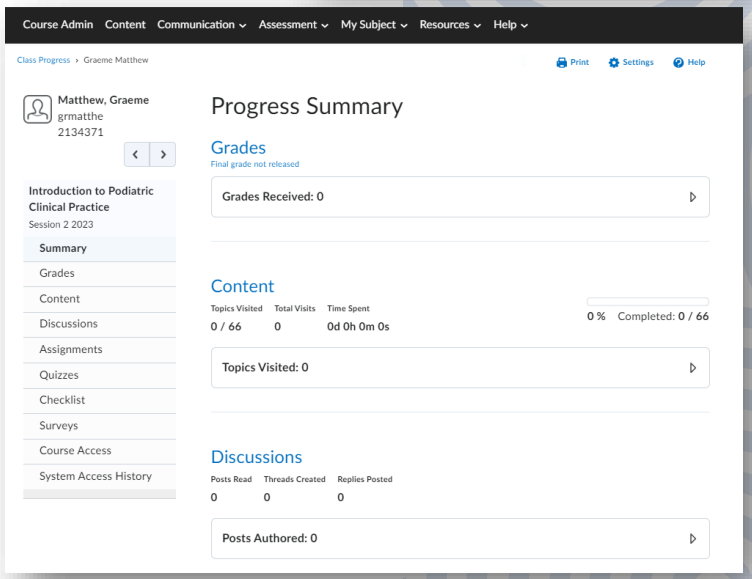


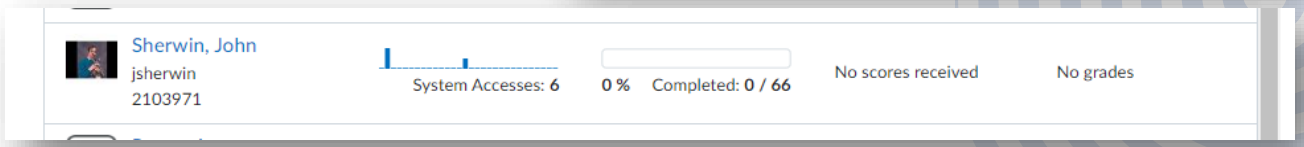
Class Progress: accessing learner data

Located within 'My Subject', this live report provides insight into learner activity:

- Full class dashboard - filterable (incl. by cohorts / sections)
- Customisable progress indicators (via settings)
- Can connect to 'Agents' (automated actions - email)
- Individual snapshot IS available to students
- Individual progress reports – printable



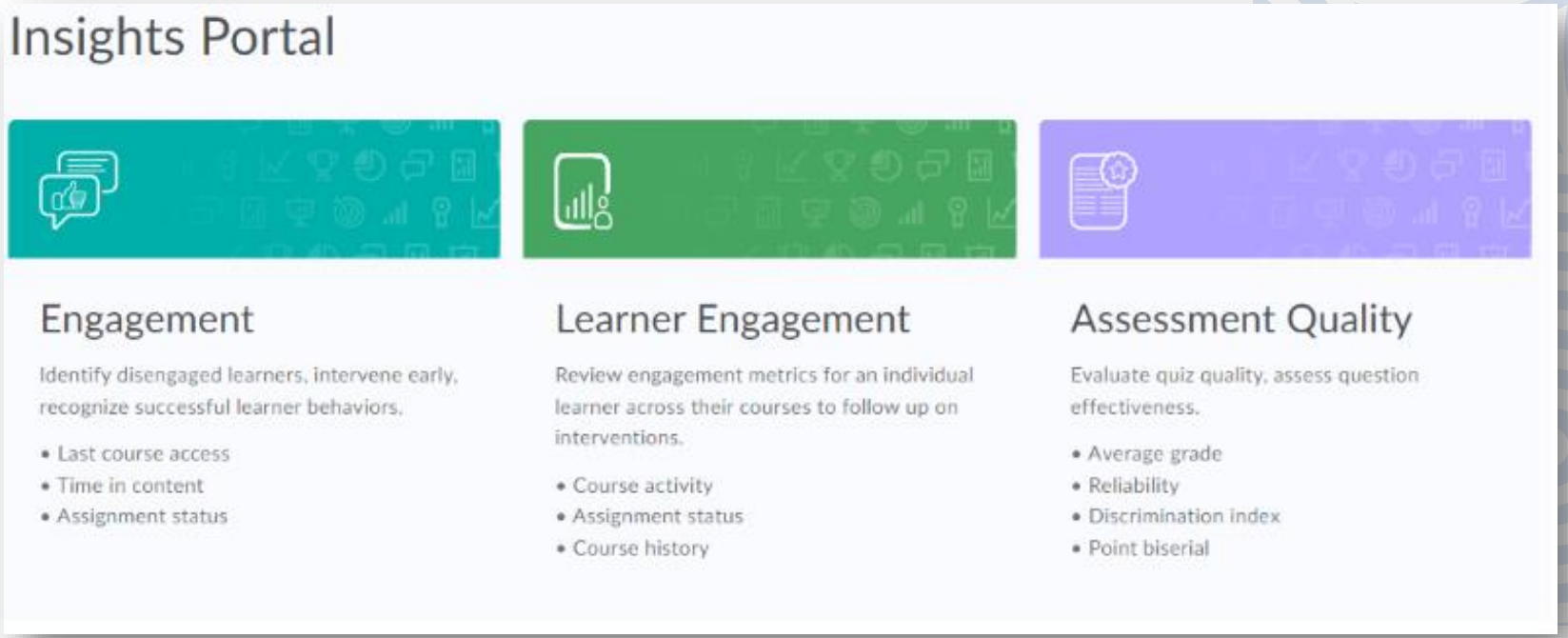




Insights Portal: learning analytics dashboard (tbc)

Customisable dashboards:

- Subject-level engagement
- Learner engagement across multiple subjects
- Assessment efficacy
- Testing in progress



More detail available here