



ODELT Newsletter, Summer 2015

Pre-Semester Faculty Checklist

- Make sure you can login to all systems such as Bb9 and email.

- Check to see all your courses are listed in Blackboard. If they aren't, make sure you are listed as the instructor on record in S.A.I.L. If you are not listed in S.A.I.L., check with your college to make sure they have processed all the paper work in Banner because until the paperwork is processed you will not be able to access your Blackboard class.

- To add a TA to your course, please submit your request to itrequests@tamucc.edu at least two weeks before the semester starts. Please include:
 - CRN and title of the course
 - The Island ID & A# of the person to add
 - The Island ID & A# of the Instructor of Record

- To copy a course to another existing Bb9 course, use the [Course Copy tutorial](#).

- Use the [Add Test Student tutorial](#) to enroll a test student to your course. You can use this to ensure the course is displayed for the students as intended.

- Request courses or sections to be merged by submitting your request using [this procedure](#) at least two weeks before the semester starts. Note: Courses and Labs cannot be merged together.

- Media Services is available for tutorials and training on the use of classroom audio/visual technology – please submit a request to itrequests@tamucc.edu to schedule someone to meet with you in a particular classroom.

Get Ready *Before* Evacuation: Create and Upload Multimedia to Blackboard

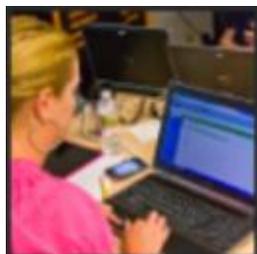
Be Prepared to Use Blackboard for Course Delivery

There are many reasons for us all to get comfortable with online teaching. One is that TAMU-CC may experience the need for campus evacuation and temporary closure due to a hurricane. Should the campus close, students can continue taking classes from instructors who know how to use our powerful online tools. We encourage you to put course materials in your Bb shells and use the interactive tools *before* you must due to campus evacuation. Our website, <https://iol.tamucc.edu/instructorcampusclosure.html> provides tutorials that prepare you for continuity of teaching.

1. Record narration on PowerPoint Files ([Tutorial for Mac](#) | [Tutorial for Windows](#))
2. Capture Narrated PowerPoint with Camtasia ([Tutorial for Windows Only](#))
3. [Capture Video with Camtasia](#)
4. [Create and Use a YouTube Channel \(Includes Closed Captioning Tutorial\)](#)
5. [Use WebEx to Record and Archive Video Conferences](#)
6. [Show or Hide Files, Folders, or Media Objects in Blackboard](#)

The ODELT webpage also contains links to information and tutorials to help you place your course content online *after* the campus closes. You will find the basics in the [Faculty Guide to Continuity of Learning in the event of Campus Closure](#). The webpage includes instructions for getting started and locating your course online, guides to help you get your online course prepared for student use with needed interactions to engage learning, additional Blackboard resources available to help you get your course prepared, and tutorials and guides to help you teach online.

The College of Science and Engineering is gearing up by putting backup materials in all courses to assure that their students do not lose a semester of coursework due to a disaster.



Professional Development Opportunities:

Certificate of Professional Development in Best Practices for Online Course Design

Aug. 20th - Attend full day (8:30am - 5pm) AND weekly two-hour meetings throughout FALL 2015 semester.

Aug. 26th - Dec. 1st - Intensive online course.

Registration and more information can be found

at <https://iol.tamucc.edu/certificates.html>



Blackboard Overview Sessions Offered

Faculty can request a *20 Minute Blackboard Overview* session tailored to the specific needs of their class. Our staff will come to the classroom, provide students with a brief overview of how to navigate Blackboard Learn. From there, we will spend time showing students how to use the specific features and tools that faculty determine are most relevant to their class. To schedule a session contact the ODELT office at 825-2122.

Upcoming Workshops Familiarize Students with Blackboard Learn and IT Resources

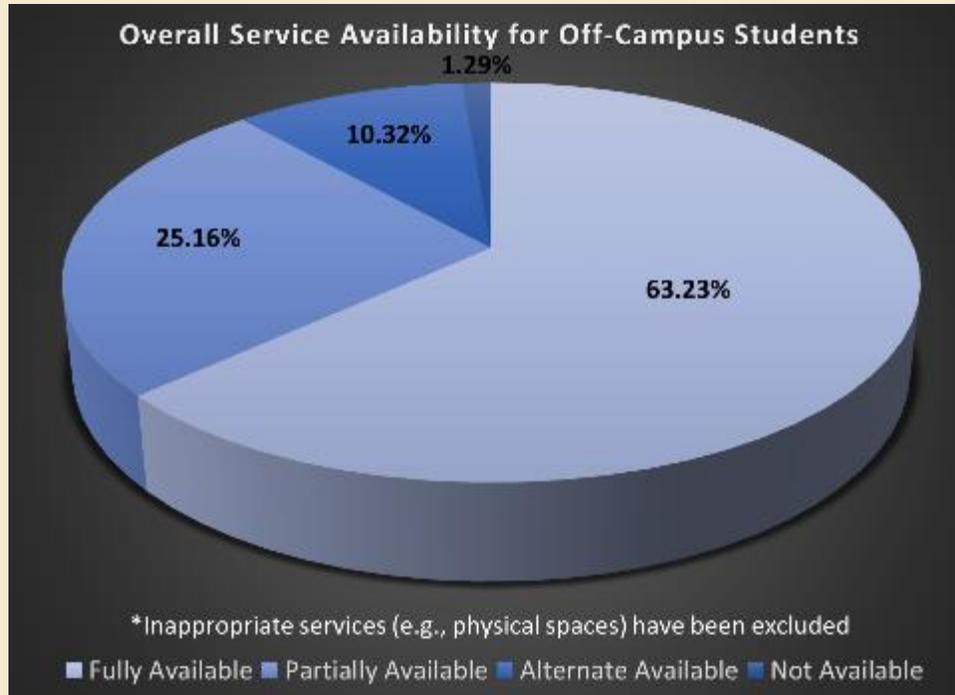
For more information, visit https://iol.tamucc.edu/student_workshops.html

Supporting Our Off-Campus Students

We have been working with all TAMUCC departments that support students outside of the

classroom to enhance service delivery to students off campus. Making these support services available to off-campus students will enhance the student experience.

To date, 179 services (with 298 components) have been identified with 155 of them appropriate for delivery at a distance. 98.7% of these appropriate services currently offer some level of off-campus access, and this figure is increasing.



ODELT Partners with Faculty and Students to Improve Services

Tracking Instructor's Abilities to Teach with Online Tools and Support Students'

Continuity of Learning:

We appreciate opportunities to put our students to work on real-world projects and improve the services at TAMU-CC. For instance, ODELT had a pressing need to keep records of instructors' progress as they learned how to use online tools and support students' continuity of learning (COL) in the event of campus evacuation. Developing a database for record keeping and reporting was a high priority in the offices' strategic plan. Therefore, in Spring 2015 our office partnered with Dr. Changchit Chuleeporn (Dr. Nikki) of the College of Business to enhance our service-tracking database.

Students enrolled in MISY 4390 divided into groups and posed as IT solutions firms. Each group worked to improve the existing ODELТ database and present its final solution to ODELТ representatives at the end of the semester. Student firms were provided with a Request for Proposal and a copy of the existing database (sensitive data removed). ODELТ representatives met with the “firms” to walk through the existing database and discuss required and wish-list items for the replacement database solution. Each firm presented a proposed solution to ODELТ representatives in the coming weeks and met with ODELТ representatives a few times throughout the semester to discuss progress and work through requests and/or issues. At the conclusion of the semester, each firm presented its solution, and ODELТ representatives selected the winning “contract.”

The project was mutually beneficial with students getting some “real world” experience dealing with customers and with ODELТ having a solid data management solution. The final product has allowed ODELТ to better report on the important work it does to improve the online offerings of TAMUCC and ensure COL. ODELТ can now easily report workshop completion, certificate progress, COL readiness*, and awards given.

Ramping-Up Applications of Social Media:

The partnership with Dr. Nikki was so mutually beneficial that in Fall 2015 students in Dr. Monica Hernandez’s course on Social Media for Marketing will work with our office to ramp-up applications of social media at TAMU-CC. Planned integration of course goals with our office’s objectives will take place early in the Fall.

*Please help us out by letting us know of your COL online teaching readiness (ready, not ready).



Blackboard

Do you have a suggestion for improving Blackboard's features and/or functionality?

Blackboard designers, developers, and administrators are interested in your input. Go to

[http://www.blackboard.com/Contact-Us/Suggest-Product-](http://www.blackboard.com/Contact-Us/Suggest-Product-Enhancements.aspx)

[Enhancements.aspx](http://www.blackboard.com/Contact-Us/Suggest-Product-Enhancements.aspx) to correspond with the design team at Blackboard. Your suggestions will be viewed, tallied, and used to prioritize product fixes and enhancements.

Impact of Class Lecture Webcasting on Attendance and Learning (2010)

Tomoko Traphagan, John V. Kucsera, and Kyoko Kishi reported in the journal, Educational Technology Research and Development, on an investigation into the impact of class lecture webcasts on students' attendance and learning. The research design employed four data collection methods in two class sections—one with webcast access and another without—of the same course taught by the same instructors.

Results indicated the following four major findings. (1) The availability of webcasts negatively impacted student attendance but the availability of other online resources such as PowerPoint slides had a greater negative impact on attendance. (2) Webcast access appeared to nullify the negative effects absenteeism had on student performance. (3) For most performance measures based on lecture content, more webcast viewing was associated with higher performance. (4) Most students in the webcast section reported positive learning experiences and benefits from using webcasts, even though a majority also reported using webcasts for missing a class.

In summary, these results collectively suggest that webcasts could have positive effects on students' learning experiences and performance, even if class attendance does decline.

Freshman Participate in Campus Technology Orientation Workshops

Incoming freshman were introduced to a variety of technologies and resources available through the university at a series of Campus Technology Orientation workshops.

Students learned, among other things, how to use the features and tools in Blackboard Learn, how to find and sign up for student organizations in OrgSync, how to access their academic support network through Starfish, and how to register for classes in SAIL. Additionally, they were shown how to use their Island ID, change their passwords, access the Wi-Fi network, locate free resources, and get help with technical issues.

The sessions were offered as part of the New Student Orientation (NSO) by staff representatives from the Office of Distance Education and Learning Technologies (ODELT), Center for Academic Student Achievement (CASA), Information Technology (IT), Student Activities, and the Registrar's office.



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