

# INSTRUCTIONAL TECHNOLOGY DEVELOPMENT PROGRAM

FALL 2018 ISSUE



*The mission of the Instructional Technology Development Program is to support faculty in the thoughtful and creative integration of instructional technologies in teaching and learning at Providence College.*

## When can I start working on my course site?

Fall term courses are now in Sakai; intersession courses will be created when registration for them opens.

**Should I merge?** Remember that **merged** Sakai sites allow you to teach from a single course site instead of multiple sites – but you have to request them!

Send merge requests (with the course and section numbers) to [sakaihelp@providence.edu](mailto:sakaihelp@providence.edu).

**Copy course sites!** To copy course sites and materials from one semester to the next, make sure you have the same tools selected for the new site as the one to be copied: <https://itdp.providence.edu/faculty/course-sites-materials/>

**Publish your course!** Students will not be able to see the course site until you “publish”.

**If you would like a one on one consultation,** Please contact us at [itdp@providence.edu](mailto:itdp@providence.edu).

## Workshop Dates

### **Sakai Gradebook**

August 20<sup>th</sup>, 22<sup>nd</sup> 2pm-3pm

### **Brainstorming Sakai Tools**

August 21<sup>st</sup>, 23<sup>rd</sup> 10am-11am

### **What's new?**

August 21<sup>st</sup> 2pm-3pm

### **Lessons**

August 24<sup>th</sup> 10am-11am

### **Copying Course Content**

August 24<sup>th</sup> 2pm-3pm

### **RSVP to ITDP workshops:**

<https://goo.gl/jhTazW>

**See pg. 2 for details about these workshops.**

## WE ALSO HELP WITH...

- **iPads:** Borrow an iPad, learn how to use educational apps, electronically annotate documents and publications, or use an iPad to capture your lecture or a student presentation.
- **Spaces:** Tour an active learning space on campus or consult with us on incorporating classroom technology into your pedagogy.
- **Lecture Capture/Conferencing:** Live stream or record your lecture, bring in a guest speaker from a remote location, or create an engaging online presentation. Ask about our *Swivl* – a robot that swivls your iPad or iPhone to capture video as you lecture.
- **Student Engagement:** Develop unique student presentations, poll your students using online audience response and polling software.

### **It has been a long Summer!**

If you need a password reset, please contact the Help Desk 401-865-HELP (4357)

### **Workshops**

#### **Gradebook**

Working through the new Gradebook features and navigation tips.

#### **Copying**

#### **Course Content**

Reminders on how to copy course content from older sites.

#### **What's new?**

A look into the new features with Test & Quizzes, Assignments and other changes in Sakai 12 as well as Perusal and TopHat Sakai integrations.

#### **Lessons**

A look into how to organize your Sakai site using the Lessons pages.

#### **Brainstorming**

#### **Sakai Tools**

Meet with our Instructional Technologist and other users to brainstorm ideas on improving your Sakai site and a look into non-default tools.

## **TopHat Update!**

*TopHat – online audience response and polling software* – helps educators take attendance, administer polls, games and quizzes, and share lecture notes—all by connecting to students' mobile devices or laptops (think clickers, except bring-your-own-device). Expect to see announcements of upcoming webinars and training. If you are interested in Top Hat, email [sakaihelp@providence.edu](mailto:sakaihelp@providence.edu), or our Top Hat representative, Terry Papadopoulos, at [terry.papadopoulos@tophatmonocle.com](mailto:terry.papadopoulos@tophatmonocle.com).

Top Hat also has Sakai integration allowing your students to easily access registering for your course. You can add the “Top Hat,” tool to your Sakai site by selecting Site Info>Manage Tools then scrolling through the list until you see “Top Hat.” Remember to select continue and finish! Learn more about Top Hat: <http://bit.ly/TopHatITDP>.

## **Winter Weather is Just Around the Corner!**

Illness, conferences, inclement weather... these and many other reasons can create the need to cancel or reschedule a class, assignment, or activity. While the occasional snow day may not be a major set-back in student learning, what happens when you face a winter of endless blizzards, or you need to be out of the classroom for an extended period of time?

Please see our Instructional Continuity Guide for details on how to have class even when you may need to cancel this fall:

<http://bit.ly/InstructionalContinuity>

## **Sakai 12 and Gradebook**

Sakai will be upgraded to Sakai 12 on August 10th. This means that Gradebook2 will no longer work on Sakai. All gradebooks from previous courses have been converted from older Sakai sites for tutorials on using the Gradebook, please contact Sakai Help at [sakaihelp@providence.edu](mailto:sakaihelp@providence.edu), or stop by for one of our workshops. Remember, Sakai is not the official grade reporting tool of Providence College, the gradebook is to communicate with students about their course grades.

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## The 2018 ITDP Summer Institute

The ITDP 2018 Summer Institute was May 22 – May 23, 2018.

The theme was “Discover, Learn, and Engage.” The summer institute is about discovering resources and technologies available to you, as well as learning those technologies to engage your students, or yourselves, in new challenges.

The following full-time faculty participated in the 2018 Summer Institute:

Kathleen Cornely (*Professor of Chemistry*)

Bill Hogan (*Associate Professor of English*)

Margaret Manchester (*Assistant Professor of History*)

Susan Skawinski (*Associate Professor of Education*)

Jennifer Van Reet (*Associate Professor of Psychology*)

### Active Learning

The ITDP and CTE co-sponsored an active learning session on May 30, 2018 – *Creating a Roadmap for Active Learning in the Classroom*, facilitated by Julie Johnston, Director of Learning Spaces for Indiana University.

Ms. Johnston presented strategies to increase students’ motivation, improve their skills, and encourage them to engage in higher order thinking. Workshop participants experienced first-hand how students can be engaged in content, technology (like Solstice and Apple TV) and next steps to incorporating new ideas into their teaching.

Stay tuned for future workshops about Active Learning and, of course, contact [itdp@providence.edu](mailto:itdp@providence.edu) for tips, classroom technologies available, and consultation.

### Sakai Tips

- Sites are in the sites “waffle,” icon at the top right corner of the page. You will find all your sites listed in this icon.
- You can “star,” sites by clicking on the gray star next to a course site. Your starred courses will appear at the top of your Sakai page.
- You can un-star courses from the sites waffle to remove them from the top of your Sakai page.
- Remember to use Google Chrome, FireFox, Microsoft Edge, or Safari when using Sakai. DO NOT use Internet Explorer.
- To add tools to your Sakai course that are not listed in the default tools, see image on the left for a list of default tools, go to Site Info > Manage Tools, then click on the tools you wish to add.