

# Digital Fluency

## Our On-Demand Offerings

These are interactive face-to-face sessions available by request for groups of 3 or more faculty. Think of them as customized, on-demand workshops for you and your colleagues. Associate deans, program co-ordinators, and faculty are all welcome to book sessions. For one-on-one support for any of these topics, please refer to the [consultation page](#).

**Check back often, as new modules are added on a regular basis.**

## Accommodations in Blackboard: Retakes, Extensions, & Exceptions

Learn how to provide accommodation to individuals and groups for assignments and tests in Blackboard.

In this session we will address the following questions:

- How do I grant an assignment extension?
- How do I give someone more time to take a test in Blackboard?
- How do I allow someone to retake a test?
- How do I allow a student or a group to resubmit an assignment?

**Prerequisites:** Participants should know how to create assignments and tests in Blackboard.

## Blackboard Collaborate Video Conferencing

Have you ever wanted to invite a guest speaker to your classroom virtually? Or hold virtual office hours? Or engage with your students in a virtual classroom? With Blackboard Collaborate Ultra you can do all of the above. Host a virtual session anytime within or outside of Blackboard and connect with your students.

## Blackboard: Grade Center

Is your Blackboard Grade Center ready for grades?

In this session, we will focus on common challenges like understanding the difference between scores and weights, creating a weighted grade column, organizing Grade Center, and controlling grade visibility for students.

## Blackboard Introductory

In this session, you will learn the basics about Blackboard 9.1, and find out how this product can enhance your classroom. Participants will discover how to navigate, add and remove content, use basic communication tools, and upload the Humber Template. **Please ensure you have access to Blackboard before the session beings;** if you do not have access to a Blackboard site to work in you will not be able to participate actively in the workshop.

## Blackboard Tests & Quizzes

In this session, we will explore Blackboard tools to help you assess student learning. You will learn:

- How to create various question types (essay, short answer, multiple choice, true/false)

- How to randomize questions for tests and surveys
- How to build tests from pools
- How to edit test options (number of attempts, timer, forced completion, display dates, due dates, display results)

## Creating Animated Videos on a Mac

Want to add a short welcome or course overview video in Blackboard but you don't want to appear on-screen? Learn how to make simple animated videos on your Mac using free tools. In this hands-on session you will experiment with two simple tools that will allow you to create short animated videos. By the end of this session, you'll have the tools you need to create your own animated video.

## Creating Animated Videos on a PC

Want to add a short welcome or course overview video in Blackboard but you don't want to appear on-screen? Learn how to make simple animated videos on your PC using free tools. In this hands-on session you will experiment with two simple tools that will allow you to create short animated videos. By the end of this session, you'll have the tools you need to create your own animated video.

## Creating Videos with Adobe Spark

Learn how to make simple, animated videos on your computer using a free browser-based tool. In this hands-on session, you will create a short animated video with a voiceover that you can use in your teaching.

## Creating Educational Videos with Camtasia 3

The purpose of this session is to provide you with an opportunity to explore Camtasia alongside a Studio Support Specialist, who will guide you through a detailed tour of the software's interface, its essential tools, as well as provide you with an in-depth look at its many video creation possibilities. Central to this session is our appreciation of the fact that your goals and experiences, as they relate to creating educational content, are unique. With this in mind, we are happy to develop a plan that's specifically tailored for you so that you can begin to create engaging video content for your students!

## Making Marking Easier with Rubrics

Rubrics can do much more than communicate assignment requirements. By transferring your rubrics to Blackboard you can:

- Increase marking ease and efficiency
- Increase marking consistency and impartiality
- Quickly provide personalized feedback and inline comments
- Reduce downloading and printing of assignments

**Prerequisites:** Current knowledge of rubrics.

## Panopto and Blackboard

Find out how Panopto, Humber's new video streaming platform, integrates with Blackboard. Topics include: sharing videos with your students, leveraging "Assignment Folders" to collect your students' videos, and integrating quizzes into your creations (It's SCORM Compliant, too!). Before engaging in this session, we highly recommend the "Intro to Panopto" module.

## **Panopto: Creating Videos**

Find out how to create videos in Panopto, Humber's new video streaming platform.

Topics include: Using the Mac and Windows applications to capture your content, using the Panopto video editor, and creating/uploading content using your mobile phone!

Before engaging in this session, we highly recommend the "Intro to Panopto" module.

## **Panopto: Introduction**

Find out about Panopto, Humber's new streaming platform. Topics include: uploading a video, enabling closed captioning, navigating the Humber folder structure, and leveraging Panopto's built-in "Smart Search" to maximize your content discovery, amongst others.

## **Plug and Play: Classroom surveys and feedback with Google Forms**

Google Forms is a simple and free way to collect, save and analyze student data. Use it to create class surveys, short quizzes, student inventories and much more. Use the information you collected to help you gauge your students' understanding, class engagement and anything else you like. In this hands-on session, you'll learn how to create Google Forms, how to make forms that are easily understandable, how to ask good questions and offer good answer choices. We'll complete our overview of the tool by learning how to distribute surveys and collect answers.

## **Plug and Play: Create fun and interactive presentations with Mentimeter**

Mentimeter can help you make your classes innovative and memorable. In this hands-on session, you'll learn how to plan, design, and deliver your interactive lesson. Add polls, quizzes, scales, open ended questions and other interactive tools that can help you engage and interact with your learners. Participants are welcome to bring their ideas and any materials they'd like to work with to the session.

## **Plug & Play: Essential Mobile Apps for Education**

Mobile devices are incredibly powerful tools that can enhance teaching and learning in the classroom and on the go. In this session, you will discover and use some educational apps that can be part of your teaching toolbox and leverage your mobile devices' capabilities. You will learn how to download and use these essential apps on your smartphone or tablet. An Apple App Store or Google Play Store account is required in order to download the apps on your personal device. A limited number of devices will be available to borrow during the session.

## **Plug & Play: From White Board to Smart Board**

Enhance your lessons in the classroom with the latest electronic board technology. The SMART board brings the traditional whiteboard to the next level by adding extended capabilities for sharing and collaborating, endless whiteboards, session live sharing with local and remote users, saving and resuming sessions, and web browsing. The SMART board can be moved to where you need it the most on campus. This is a hands-on session where you'll use and get comfortable with this technology.

## **Plug & Play: Google Suite of Apps**

Learn how the Google suite of free apps facilitates sharing and collaborating learning practices. In this hands-on session, we will explore the apps that are useful in an educational setting, inside and outside of the classroom. By the end of the workshop, you will have a working knowledge of Calendar, Docs, Sheets, Slides, Drive, and Keep. Both web and mobile apps will be explored.

## **Plug & Play: Learning and Reviewing with Quizlet**

Use Quizlet to create multimedia study sets and share them with your students. They can then use them to learn and review in seven different study modes: learn, flashcards, write, spell, test, match, and the gravity space game. Students can also create their own study sets that can be useful for reviewing or assessing their knowledge. As a premium feature, this tool uses spaced repetition principles to help student study more efficiently and retain information in the long term. For teachers, Quizlet Live is an engaging in-class game mode where students work in teams to correctly match terms and definitions. Learning is fun with Quizlet!

## **Plug & Play: Mind Mapping**

Mind mapping is a visual technique of representing and structuring thoughts and ideas. In this session, we will investigate evidence-informed practices used in the creation and real-world application of mind maps by using state-of-the-art mind mapping software. To get the most out of the session, participants are strongly advised to bring their own laptop, tablet, or phone.

## Plug & Play: Padlet Primer – Collaborate, Reflect, and Share

Learn how to use Padlet, an online virtual “bulletin” board where students and teachers collaborate, reflect, share links and any file type. Padlet is a tool between a document and a full-fledged website builder, empowering everyone to make the content they want. To check out the tool, go to [padlet.com](https://padlet.com).

## Plug & Play: Quick and Easy Diagrams with Lucidchart

Lucidchart is a web app that allows users to collaborate and work together in real time to create flowcharts, organizational charts, website wireframes, mind maps, software prototypes, and many other diagram types. In this hands-on session, you’ll learn the basic functionality of Lucidchart that will empower you to create your very own designs.

## Plug & Play: Tame the Classroom Touchscreen

Engage your students and improve your lessons when using the Sharp classroom touchscreen situated in the HIVES classrooms and other Humber learning spaces. In this hands-on session, you’ll learn evidence-informed practices to plan, prepare, and share your materials using the classroom touchscreen. Participants are welcome to bring their own ideas and materials to the session.

The skill you learn here are transferable to any touch screen you’ll encounter in and out of the classroom.



## Plug & Play: Word Clouds and Silver Linings

Word clouds are a great way to distil and summarize information. Come and find out various ways you can use word clouds in teaching and learning. Discover several free and easy to use tech tools, including ones built right into PowerPoint and Word!

## Teaching with Microsoft OneDrive (Mac and iOS)

Microsoft OneDrive gives you the ability to store and sync up to 1TB of files online. Find out how you can best manage, sync and share files. We can also discuss strategies for backups and organization.

## Using the iPad for Interactive Presentations

The iPad is a great tool for presenting content in an engaging and interactive way, especially if your subject matter is analytical or creative. We'll work with your existing course content and discuss how apps such as GoodNotes and Keynote can enhance communication and interaction during classroom presentations.

To book an on-demand Digital Fluency module, fill out the following [online form](#).

If you require an alternative method for booking your session to the online form provided, please contact **Mark Ihnat** or **Heidi Marsh** for assistance.

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