

Introduction to Humber's Learning Management System: Blackboard Ultra



Faculty Orientation



WE ARE

HUMBER

Goal for Today's Session

1. Understand what Blackboard Ultra is.
2. Be able to configure your profile.
3. Be able to copy the course.
4. Be able to add course items.
5. Be able to add gradable items.
6. Be able to set up Gradebook.
7. Be able to use Teams to teach.



What is Blackboard Ultra?

- It is Humber's official learning management system.
- Instructors can post online content including gradable items.
- Students can access grades and comments.
- Students can contact their instructors through the system.



Created by Gan Khoon Lay
from Noun Project



Created by Tsundere Project
from Noun Project



Demonstration

Blackboard Access URL:

learn.humber.ca

Summary

1. First set up your profile such as adding your picture and pronouns.
2. Make sure to share the link to your course outline, upload your course critical path.
3. Set up necessary assignments and tests on Blackboard Ultra.
4. Set up the Gradebook, and configure Overall Grade.

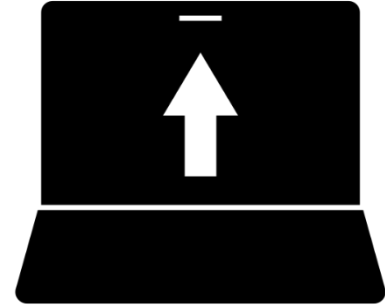


Updates in Blackboard Ultra

Blackboard Ultra updates every month.

[BB HUB: Blackboard Help and Updates](#)

Keep an eye out for Bb Updates posted in the [Humber Communique](#).



Created by cdesign933
from Noun Project

More help on Blackboard Ultra

- Faculty Blackboard Ultra Help: <https://humber.ca/facultyblackboard/>
- Anthology Discussions (Require registration):
<https://community.anthology.com/discuss>
- One on one session with our specialist:
<https://humber.ca/innovativelearning/support-centre/>



Created by Alice Design
from Noun Project

Any Questions?



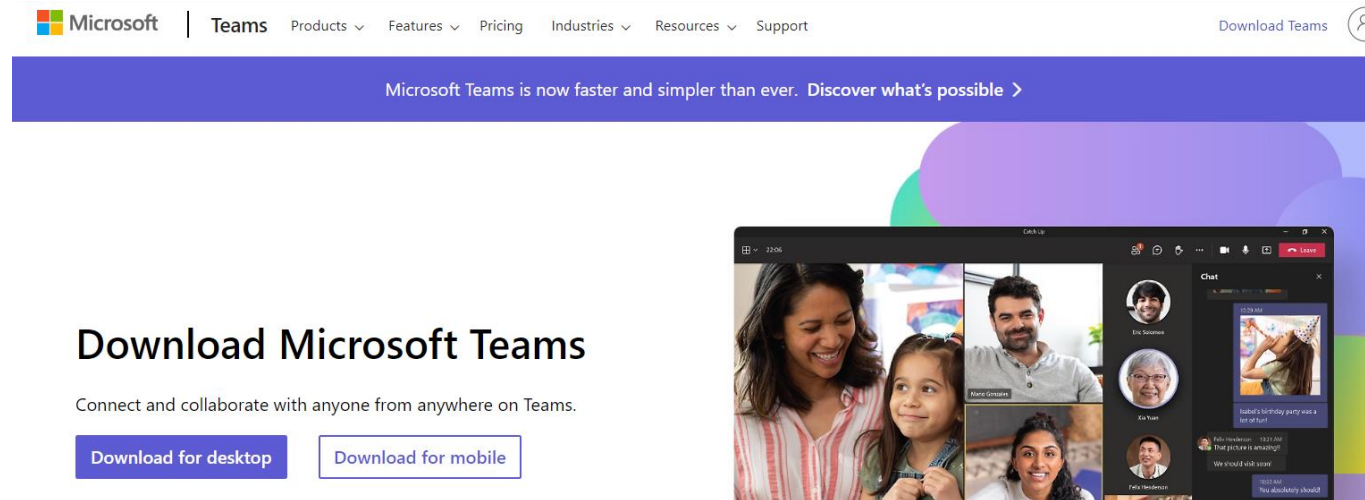
Microsoft Teams to Teach

Microsoft Teams

- Humber's official video conferencing tool
- Integrated with Microsoft 365 environment (Outlook, OneDrive)

Please download Teams

- Go to <https://www.microsoft.com/en-us/microsoft-teams/download-app>
(Or myhumber.ca/microsoft365)

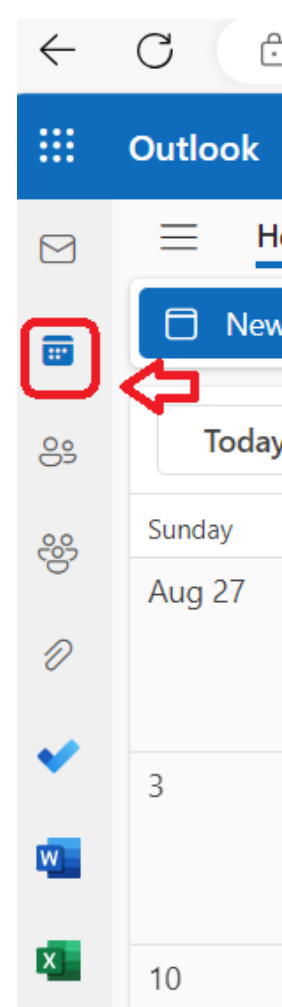
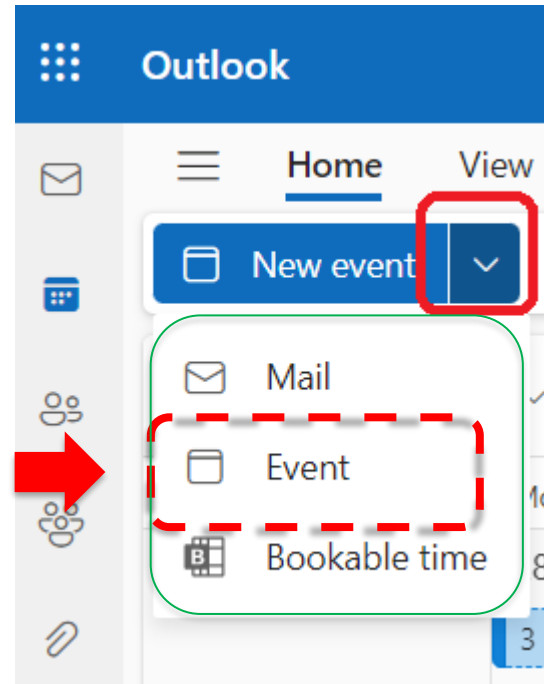


The screenshot shows the Microsoft Teams website. At the top, there is a navigation bar with the Microsoft logo, the word "Teams", and several dropdown menus: "Products", "Features", "Pricing", "Industries", "Resources", and "Support". On the right side of the navigation bar, there is a "Download Teams" link and a user profile icon. Below the navigation bar is a blue banner with the text "Microsoft Teams is now faster and simpler than ever. Discover what's possible >". The main content area features the heading "Download Microsoft Teams" and the subtext "Connect and collaborate with anyone from anywhere on Teams." Below this, there are two buttons: "Download for desktop" and "Download for mobile". To the right of the text is a screenshot of the Microsoft Teams application interface, showing a video call in progress with four participants, a chat window on the right, and a list of participants.

First, go to Outlook!

Create weekly meetings

1. Login to Outlook (humber.ca/microsoft365)
2. Go to Outlook Calendar
3. Click New event.
4. Select Event.



Save Calendar

MECH 371

Invite attendees

10/3/2023 2:00 PM

10/3/2023 3:00 PM

Search for a room or location

Add a description or attach documents

Time zones

Teams meeting

Don't repeat

Daily

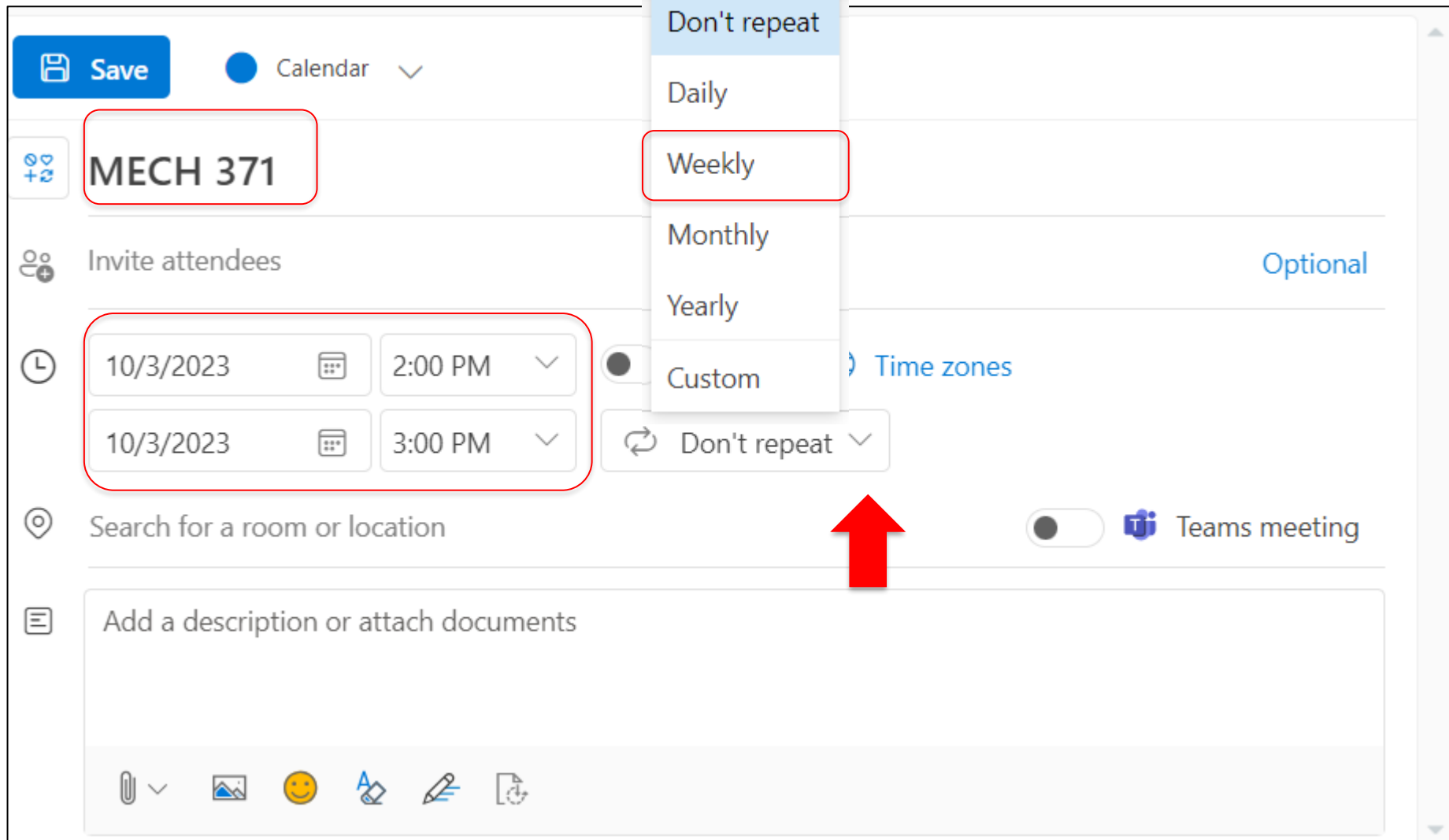
Weekly

Monthly

Yearly

Custom

Optional



December 2023

S	M	T	W	T	F	S
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Today

Mar 26, 2024 Remove end date

Save Discard

Meeting options: Meeting options ▾ | Busy ▾ | 15 minutes before ▾ | Categorize ▾ | Private | Sched

Save | Calendar ▾

MECH 371

Invite attendees Optional

10/3/2023 2:00 PM ▾ | All day | Time zones

10/3/2023 3:00 PM ▾ | Weekly ▾

Occurs every Tuesday until Dec 19, 2023

Search for a room or location

Teams meeting

Add a description or attach documents

The screenshot displays the Outlook calendar interface. At the top, there are navigation options: Home, View, and Help. Below this, there are buttons for 'New event', 'Day', 'Work week', 'Week', and 'Month'. The calendar is set to 'Today' and shows the month of October 2023. The calendar grid shows days from Sunday to Wednesday. A red arrow points to a meeting on Monday, Oct 2 at 7:30 AM. A red box highlights a meeting on Monday, Oct 2 at 8:00 AM titled 'MECH 123 Microsoft Teams Meeting'. A zoomed-in view of this meeting is shown on the right side of the image.

Mon, Oct 2

- 7:30 AM Remote 8:30 - 4:30
30 min
- 8:00 AM **MECH 123**
30 min
Microsoft Teams Meeting

in 1 hour 1 min


- 10:00 AM **IL Pilot (within IL): AI Desig...**
55 min
D236 North
IL Innovative Learning
- AI Assistant Pilo... +2


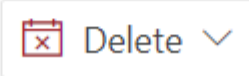
Calendar - Miyabi.Nowzari@humber.ca

MECH 371

🕒 Tue 10/10/2023 2:00 PM - 3:00 PM Series 🔄

📍 Microsoft Teams Meeting

 Join

 Edit ▾  Delete ▾



MECH 1234 - Meeting - Calendar - Miyabi.Nowzari@humber.ca

Edit Delete Duplicate event Join Busy

MECH 1234

Mon 10/9/2023 8:00 AM - 8:30 AM

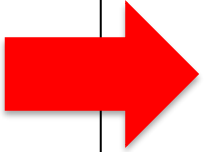
[Join Teams meeting](#) Microsoft Teams Meeting

Microsoft Teams meeting

Join on your computer, mobile app or room device
[Click here to join the meeting](#)

Meeting ID: 280 015 402 022
Passcode: PbpRxh
[Download Teams](#) | [Join on the web](#)

[Learn More](#) | [Meeting options](#)



Now add meeting information in Blackboard

Back to Blackboard

The screenshot shows the Blackboard interface for a course titled "Mechanical Engineering 101". The course ID is SBXU_n01664682_V1_S24. The instructor is Miyabi Nowzari. The "Details & Actions" sidebar on the left includes options for Roster, Progress Tracking, Course Image, Course is open, Attendance, Books & Tools, and Question Banks. A red arrow points to the "Add course schedule" button at the bottom of this sidebar. The "Course Content" area is partially visible, showing a "This course is ready for content" message and buttons for "Add Content" and "Auto-Generate".

The "Schedule" modal is open, displaying the following information:

- Course ID: SBXU_n01664682_V1_S24; Mechanical Engineering 101
- Nickname: XU_n01664682_V1_S24: Mechanical Engineering 101
- Start: 4/18/24 at 3:00 PM
- End: 4:00 PM
- Repeat: Repeat Weekly, Every Week
- Days: S, M, T, W, T, F, S (Tuesday is selected)
- End After Occurrences: 10
- Location: Type a location

Buttons for "Cancel" and "Save" are at the bottom of the modal.



Schedule

Add the times this course or organization meets

* Nickname

What is the first day of this repeating event:

Start

End

All Day

Repeat Weekly Every Week

S M T W T F S

End After Occurrences 10

Location

The location can be a place, a URL, or both.

Cancel Save

S
30

Meeting URL



Start your online class

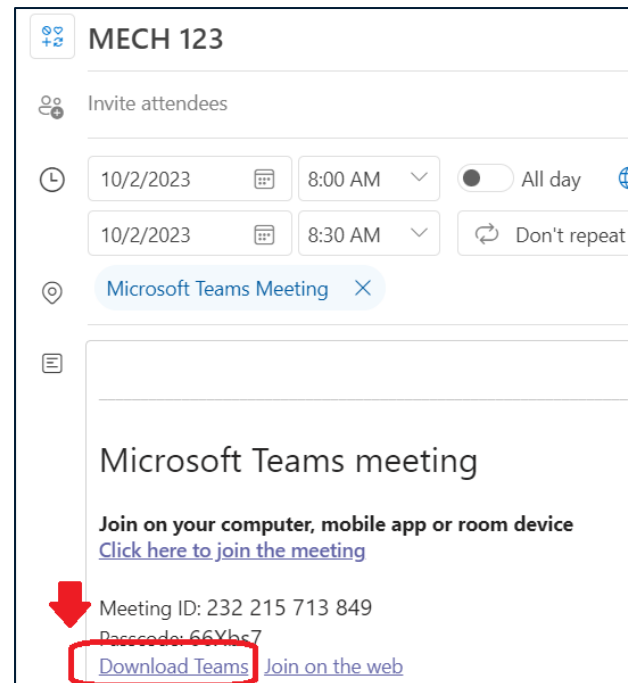
The day of the class

Prior to starting your first class, download Microsoft Teams.

- Go to <https://www.microsoft.com/en-us/microsoft-teams/download-app>

Or

- Download from the bottom of the meeting information.



Start your online class

Go to Outlook!

The screenshot shows the Outlook web interface. The top navigation bar includes 'Outlook', a search bar, and icons for 'Teams call', 'Calendar', and 'To Do'. The 'Calendar' icon is highlighted with a red square and a red arrow pointing down. Below the navigation bar, the 'Home' tab is active, showing a ribbon with 'New mail' and other actions. A calendar pop-up is displayed, showing the month of October. The date '2' is highlighted in a blue circle. Below the calendar, there is a '30 min' duration indicator and a 'Join Teams Meeting' button. A red arrow points to this button.


1. Open Outlook.
2. Select Calendar.
3. Click “Join Teams Meeting”.

This site is trying to open Microsoft Teams.

https://teams.microsoft.com wants to open this application.

Always allow teams.microsoft.com to open links of this type with the associated app

Open Cancel

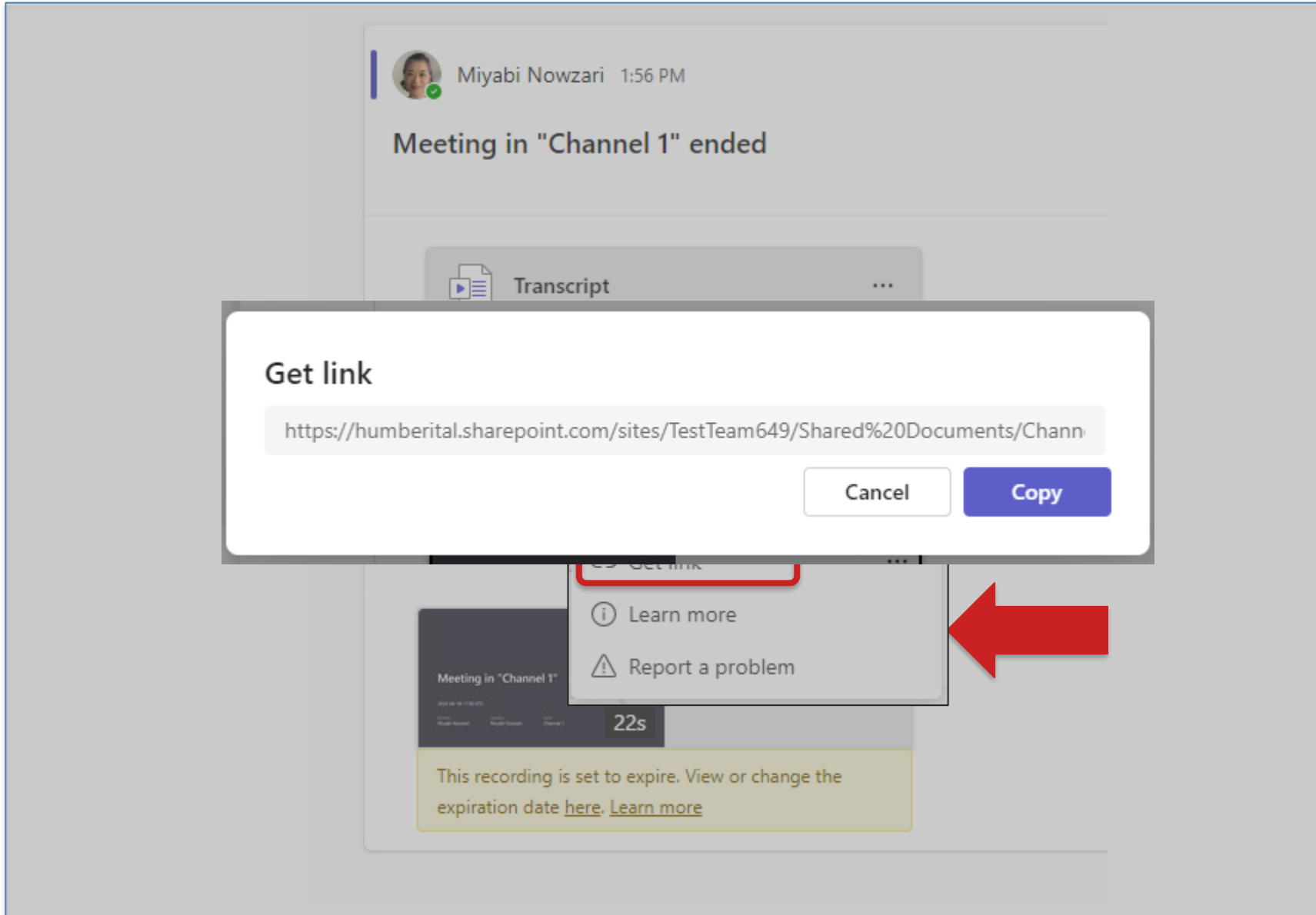


Join your Teams meeting

Continue on this browser

Join on the Teams app

After the meeting (if you have recorded)



New Link

Back to Blackboard

Web Link Course Link

Hidden from students

* Display Name

* Link URL

Open in a new window

Additional Tools



Goals & standards

You need to save the link before you can edit the aligned goals. Save the link and return.

Cancel

Save

Further Assistance with Microsoft Teams: ITS

<https://its.humber.ca/services/services-employees/audio-visual-and-web-conferencing>



1:1 Virtual Coaching!

Request e-form here

New! Submit a request for 1:1 Virtual Coaching

Would you like to learn more about Humber's virtual collaboration & engagement tools? Please use this e-form to request a personalized training session. Please submit one e-form per training request.



Microsoft Teams

Meetings in Microsoft Teams allows for audio, video, and sharing of documents. Most laptops or tablets have cameras and microphones already installed. If you are using a desktop computer, you will need a webcam and microphone/speakers to

EMPLOYEE SERVICES

Audio, Visual, and Web Conferencing	>
Digital Signage & Wayfinding	>
Education Technology & Support	>
Email & Calendaring	>

Connect with us!

For more information and additional resources, please visit our [Innovative Learning website](#).

For support, contact us through our [Support Centre webpage](#).

- General Support request ticket (1 to 2 days response)
- Book a 1-1 Support Session (in-person or virtual)



Thank you!



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