

BLACKBOARD TRAINING SESSIONS



**TEACHING
LEARNING
CENTER**

effective teaching, efficient learning

- A series of modular workshops covering specific aspects of *Blackboard Learn*, *Blackboard Collaborate Ultra* and *Panopto* will be offered in the next two weeks.
- Please see the program below for detailed information about the workshops.
- These sessions will be repeated throughout the semester as and when required.
- Registration at least one day in advance is required for all sessions.
- Seating is limited to 20 participants and is scheduled on a 'first-come' basis.
- The sessions will be conducted either in English or in Turkish depending on the preference of the participants.
- The sessions will be held in the Teaching & Learning Center Training Room. (Block A, sub-basement).
- Please use the link below to access the online registration form. All registration is tracked via the form. [Please click here to register](#)
- If you have completed the registration form but we are unable to offer you a place due to oversubscription, we will contact you in due course to inform you of the next session.
- If there is a particular Blackboard functionality you would like to receive more training on, please send an email to TLC@ieu.edu.tr

Session Title	Blackboard Learn Basics
Learning Outcomes	By the end of this session, participants will be able to: <ul style="list-style-type: none"> • navigate the Blackboard environment • organize a course site • upload, create and organize course content.
Time Required	1.5 hours
Requirements	Please note that this is a hands-on workshop and participants are recommended to <ul style="list-style-type: none"> • have their OASIS username and password to login to Blackboard • bring along a laptop • bring along digital sample copies of their syllabus and other course materials.
Date	JANUARY 29, 13.30-15.00 / FEBRUARY 5, 10.00-11.30

Session Title	Panopto
Learning Outcomes	By the end of this session, participants will be able to: <ul style="list-style-type: none"> • record their lessons • share, edit, and view recordings • move recordings to a different folder • download recordings as podcasts.
Time Required	1,5 hour
Requirements	Please note that this is a hands-on workshop and participants are recommended to bring their laptops.
Date	JANUARY 30, 10.00-11.30 / FEBRUARY 5, 13.00-14.30

Session Title	Discussion Boards and Blogs
Learning Outcomes	By the end of this session, participants will be able to <ul style="list-style-type: none"> • differentiate between discussions and blogs • create forums, threads, and blogs.
Time Required	1 hour
Requirements	Please note that this is a hands-on workshop and participants are recommended to bring their laptops.
Date (please select one)	JANUARY 31, 13.30-14.30 / FEBRUARY 6, 10.00-11.00

Session Title	Assignments and Rubrics
Learning Outcomes	Upon completion of this session, participants will be able to: <ul style="list-style-type: none"> • create assignments • create, edit, and delete a rubric • associate a rubric to assignments • grade assignments using the Grade Center.
Time Required	1.5 hours
Requirements	Please note that this is a hands-on workshop and participants are recommended to bring their laptops.
Date (please select one)	JANUARY 30, 13.30-15.00 / FEBRUARY 7, 10.00-11.30

Session Title	Tests and Pools
Learning Outcomes	By the end of this session, participants will be able to <ul style="list-style-type: none"> • create tests and pools • create and edit different types test questions • adjust availability and grading settings for tests • deploy tests so students can be evaluated online.
Time Required	1.5 hours
Requirements	Please note that this is a hands-on workshop and participants are recommended to bring their laptops.
Date (please select one)	JANUARY 31, 10.00-11.30 / FEBRUARY 6, 13.30-15.00

Session Title	Grade Center
Learning Outcomes	<p>Upon completion of this session, participants will be able to:</p> <ul style="list-style-type: none"> • create calculated columns • create categories • create and manage smart views • organize Grade Center columns.
Time Required	1.5 hours
Requirements	Please note that this is a hands-on workshop and participants are recommended to bring their laptops.
Date (please select one)	FEBRUARY 2, 09.30-11.00 / FEBRUARY 7, 13.30-15.00

Session Title	Blackboard Collaborate ULTRA
Learning Outcomes	<p>Participants will be able to do the following by the end of this session:</p> <ul style="list-style-type: none"> • schedule a Collaborate Ultra online video conference session in Blackboard Learn • use the 'Whiteboard' and its toolbox • use the 'Application Sharing' feature • share their files and present them • use the 'Polling' feature.
Time Required	1 hour
Requirements	Please note that this is a hands-on workshop and participants are recommended to bring their laptops.
Date (please select one)	FEBRUARY 1, 13.30-14.30