The Teaching and Learning Tools website was created to help faculty, staff, and students with UW-Superior supported systems, such as Learn@ UWSuperior, Turnitin, and Chalk & Wire ePortfolio. On this website, you can find important news and events, like system upgrades and maintenance outages, as well as FAQs, help guides and videos. The videos are also available in Atomic Learning.

The Teaching and Learning Tools website can be found by typing www.uwsuper.edu/teachingtools into your internet browser’s address bar or by following the online student or instructor guide links on the Learn@ UWSuperior login page under UW-Superior Help Resources.

Learn@UWSuperior Course Basics

Each course offered at UW-Superior has a Learn@ UWSuperior course “shell” that has access to all the tools listed below. If you are new to using Learn@ UWSuperior, decide which tools and features will work best to supplement your on-campus courses or give your online students a fuller classroom experience and start using them. When you have more time and experience using Learn@ UWSuperior, start adding more tools or features as they are needed.

- **Course Home and News** can be used for important notices or changes your students need to be aware of in your class
- **Materials**
  - **Checklist** can be used to highlight important assignments or other activities for your students to complete
  - **Content** can be used to display syllabi, course assignments, and instructional materials
  - **Glossary** can be used to create a list of class terms and definitions for your students to learn
- **Communication**
  - **Attendance** can be used to keep track of your students attendance for activities within your course.
  - **Chat** similar to instant messengers with all participants online at the same time
  - **Classlist** shows all registered students and allows for quick group e-mails to all students in a single class
  - **Discussions** can facilitate student-to-student and faculty-to-student communication during a semester
  - **Groups** can be used to enroll students into smaller groups and create Discussion/Dropbox for group projects
- **Assessment**
  - **Competencies** can be used to assess students’ knowledge, skills, and abilities through Learning Objectives
  - **Dropbox** can be used by students to turn in assignment files electronically for your review and feedback
  - **Grades** can be used to calculate and show individual students their grades privately
  - **Quizzes** can be used to assess the students’ knowledge, using an online quiz similar to a paper version
  - **Rubrics** are the standards the instructor can use to evaluate the activities created for their courses
  - **Surveys** tool can be used to obtain, calculate, and display information from your students
Best Practices:

Adding Multimedia to Your Course

The best way to add multimedia, such as Youtube videos or Flickr slideshows, is to use the Insert Stuff option in the HTML Editor. Once you create a new Content topic or News article, click on the Insert Stuff icon and select the location of the multimedia from the left hand side of the screen – My Computer, Course Offering Files, ePortfolio, Insert Link, or Enter Embed Code. The right side of the screen will change depending on which of those options you select. For more information on this process see our tutorial video on the Teaching & Learning Tools website.

Preparing for the Learn@UWSuperior Version 10.1 Upgrade

On Wednesday, January 8th at 10 PM until Thursday, January 9th at 10 AM, Learn@ UWSuperior will be unavailable due to a system upgrade. When the system comes back online, we will need to make some local changes that might cause Learn@ UWSuperior not to function properly until the afternoon or later.

This newsletter will focus on the changes being made in January 2014, there will be a major Content redesign, several of the other tools receive minor changes, and a new tool is introduced.

We’ve added some quick guides and tutorial videos to the Teaching & Learning Tools website. We’ve put together PowerPoint presentations to show you and your students the changes that will be made. We’ll be putting together some posters for the display cases outside of the Technology Helpdesk.

Coming Soon to Learn@ UWSuperior: the V10.1 Minor Tool Changes

Several tools will have minor changes to improve their functionality.

Discussions - The layout of the Discussions tool will change slightly to a list view where Forums can be collapsed but will still show the number of unread messages, total posts, and views. Topics will display unread messages, the number of posts, and the number of views as well as when the last post was added and by whom.

Dropbox – There will be a new Due Date option on the Restrictions tab. The Start Date is when the Dropbox Folder becomes available, the Due Date is when your students need to turn in their assignments, and the End Date is when the Dropbox Folder becomes unavailable. If a student misses the Due Date, it will show by how many days in red next to their submission date. The “Grade and Leave Feedback” link has changed to “Evaluate Submission”.

Grades – There will be an improvement to how grades will display in associated tools like the Dropbox or Quizzes. Instead of the Dropbox Folder showing 9/10 and the Grades area displaying an A or 90% for your students, you can set the Dropbox folder to match the Grades score.

Each assessment tool now has a Student View Preview for instructors to make sure the tool is set up correctly. For example, you’ll be able to view a Dropbox Folder submission area as if you were a student submitting a file to make sure you didn’t miss a step setting the folder up.

User Progress Redesign – There will be a “dashboard” view that will summarize a student’s activities in all the tools as well as each individual tool. You can restrict the time period you view to the last 7 days, the last 30 days, or all time.
The Content Tool Redesign

One of the first changes you’ll notice when you enter the Content area after the upgrade is that there is a new layout with links to a Course Overview, Bookmarks, Events, and Table of Contents on the left side of the screen. Even though the layout has changed, any materials or assignments you have in your Spring 2014 and previous courses will still be there after the upgrade, they’ll just be displayed like this.

Another change you will notice is that the View Content and the Manage Content have been merged into one, and Manage Files will be an option in the Related Tools dropdown menu on the Table of Content screen. This will allow you to view and make changes to the modules and topics without having to switch tabs. The “Add Content” dropdown menu will be changed to “New” and several of the existing options will be reworded, a few new options have even been added. A minor name change in the Table of Content area is “Add Quicklinks” dropdown menu will be “Add Activities”. The saving options will be changed to “Publish” or “Save as Draft”.

There are several new features included in the redesign, you will be able to create Discussions topics, Dropbox folders, and Quizzes right from the Content area. The new topics, folders, and quizzes will appear in the Content area and in the appropriate tool area. Another new feature is Completion Tracking, you (and your students) will be able to monitor their progress through the Content topics much easier. You can set it to automatically be marked as complete when a student views a Content topic or have the students manually mark topics as completed after they view items.

A few time saving features will be added to the Content area; you will be able to create new Modules right on the Table of Content screen using the “Add a Module…” text box. You will be able to view the whole Table of Contents or a single module at a time. You will be able to collapse modules to shorten the Table of Content list. A link to Import/Export (copy components) has been added on the Table of Contents screen. You will be able to reorder your modules and topics using the Drop and Drag feature. You will be able to edit your modules and topics inline instead of having to go to a separate editing screen.

New Tool Introduced - Class Progress

Class Progress is similar to the User Progress except you will be able to see how your whole class is doing instead of just a single student. There is a dashboard that will display the students’ progress from four different tools at once.

You are able to pick which tools (Checklist, Content, Discussions, Dropbox, Grades, Login History, etc.) you would like to use as your progress indicators. You will be able to select a student from this screen to enter into the View Progress for that student. To access this tool, click on the Edit Course link in the course navigation bar and select View User Progress.
We talked briefly about the “New” (formerly “Add Content”) dropdown menu changes and new options added to the list on the previous page, but we wanted to explain what those changes are going to be in the Tool Spotlight. After you create a new module you will be able to create topics using the “New” dropdown menu, the options have changed:

- New Module has been removed, you can do this from the Table of Contents screen
- New File will be Create a File
- New Course File will be Add from Manage Files
- Upload File has stayed the same
- Add Multiple Topics has been removed
- Create a Link will be added, so you can link to websites outside of Learn@ UWSuperior easier.
- You will be able to create New Discussion, New Dropbox, and New Quiz from the Content area

The “Add Activities” (formally “Quicklinks”) dropdown menu will only change slightly, the URL option has moved to the New menu’s Create a Link. When you create a link, you’ll be able to preview the website within Learn@ UWSuperior to make sure it is to the site you wish it to go.

For more information on how to create new topics using the Content 10.1 version, please see the tutorial videos on the Teaching & Learning Tools site.