

# FOCUS ON FACULTY



CENTER FOR TEACHING & LEARNING @ UCM

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## Welcome to Spring Semester!



### So, You Want to Teach Online: Where Do You Start?

by Laura Howard, PhD, Kenneshaw State University on the [SoftChalk.com](http://SoftChalk.com) blog—a 3-part discussion. Click on each of the three post links below.

For educators interested in teaching online, the question of where to begin is always at the forefront. There are so many resources available and knowing what the first step is can seem impossible. This 3-part blog series from Laura Howard, shares her knowledge and experiences in teaching online from where to start, to making over existing assignments and establishing your own process. The [first post](#) focuses on 'Where to Start' and the benefits on teaching online as well as resources you may have available at your institution. The [second post](#) focuses on making over existing content, previously used for face-to-face (F2F) instruction, for online use. In the [third post](#), Laura dives into some of the challenges that come with online teaching and offers tips for overcoming them.

Dr. Howard mentions using SoftChalk in her teaching processes—if you'd like to try creating SoftChalk lessons in your Blackboard course contact UCM's Technology Support Center [tsc@ucmo.edu](mailto:tsc@ucmo.edu) for the link to download the new **SoftChalk 11**.



### Did you know?

**Safe YouTube** lets you shorten and share video clips with your classes

[Safe YouTube](#) is a free web resource that gives instructors the ability to crop the duration of a long YouTube video. Additional features include changing the video title, sharing buttons, views counter, display with no additional ads, and share via QR code generation. You can also share via multiple social media outlets. [Safe YouTube](#) lets you remove the distracting (or inappropriate) content that YouTube might display to the user when a video ends, reducing the temptation to click those videos... leaving all thoughts of your course behind. If you are interested in using **Safe YouTube** to create focused video clips in your Blackboard courses, please contact CTL for details and tips!



Email Terry at [mcneely@ucmo.edu](mailto:mcneely@ucmo.edu)



Click [here](#) for the AY 2018-19 Planning Calendar!



## Faculty Watercooler

*Faculty discussions on subjects that matter to you*

*Dear Debbie,*



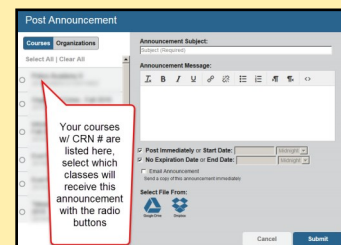
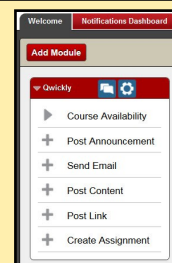
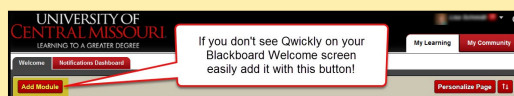
**Q:** I am teaching three sections of the same class and had intended on getting all three sections "merged" together, but did not get that request in on time. I am hopeful that you know of an easier way to upload content and communicate with the students in all three sections efficiently, rather than recreating everything three times.  
~ Hopeful

**A:** Dear Hopeful,

You are in luck!

There IS a much easier way than managing each section individually. You can use [Quickly](#)—a Blackboard module that is available for use from your Welcome screen. If you don't see Quickly already installed you can click on the red Add Module button, find Quickly in the list and select "ADD".

The Quickly module will now be displayed under your My Learning tab every time you login to Blackboard and provides real time savings as it allows you to manage multiple sections at the same time. From Quickly you can make multiple courses available, post announcements, send email, post content or links and even create assignments! Follow this [link](#) for tutorials on using Quickly and start enjoying all the time you can save!



## Keeping Up

*The latest in Teaching and Learning*

### Create a Personal Image in Your Blackboard Profile

Help establish a more personal connection with your students by adding an image to your Blackboard profile—the image that will display next to your postings inside Blackboard and in Blackboard's Social Learning Tools. Instructional Designer Carol Knight walks you through this simple process in this easy to follow three minute [how-to video](#)!

