FOCUS ON FACULTY

Check this Tech
Tools & Services for Teaching and Learning

The Internet Archive is a 501 (c)(3) non-profit that was founded to build an Internet library. Its purposes include offering permanent access for researchers, historians, scholars, people with disabilities, and the general public to historical collections that exist in digital format.

Did you know?
Tips for faculty

- Sending out a short weekly email can make your online students feel more engaged.

- You can copy a single test in Blackboard by going through the Course Management>Tools>Tests, Surveys & Pools area and exporting and importing the test you want to use.

- According to Online Course Report, a history MOOC has the 2nd highest enrollment of English speaking (or subtitled) courses. The class? A History of the World Since 1300 at Princeton University with 86,000 since 2012 (it follows Creative Programming for Digital Media & Mobile Apps / University of London/ Goldsmiths which has had 78,600 since 2013).

In the Know
The latest in Teaching & Learning

Rees, J. (2017) Confessions of an Ex-Lecturer. *Vitae.*

When this semester started, I spent the first two weeks tracking down students — via email and other methods — so that I could invite them to use the digital tools I've assigned for my online survey course on U.S. history. I could have just sent emails to their university accounts but, in my experience, most students hardly ever check their campus email. Getting the address that they do check was the first step in trying to bring my course to where students live their already-busy digital lives. (More)

Faculty Focus
What's going on in education, near and far

We hope you enjoy this first issue of Focus on Faculty. We will be sending this out every two weeks or so, to bring you information and tips about Teaching and Learning. Normally, this section will be devoted to you and what you do - either through interviews with our own UCM faculty, or articles that we find that will directly benefit your efforts as teachers. Click on the Suggestion box below, and let us know what you'd like to see included.

Suggestions? Please click on our Suggestion box!

Check this Tech

Tools & Services for Teaching and Learning

Do you use PowerPoint in your classes? [Adobe Presenter](#) can make them accessible by easily providing both voice over AND written notes. This will not only help those students you have with visual and/or hearing challenges, but it will also fulfill Universal Design for Learning guidelines which help ensure content is usable by all people to the greatest degree possible. If you're not sure how to use Adobe Presenter, you can contact [Debbie Gerhart](#) to get information on our next training.

IN THE KNOW

The latest in Teaching & Learning

[Expanding Learning Experiences with Virtual Guest Experts](#)

Visiting experts can be a wonderful way of developing expertise, and leveraging online tools like Skype and Zoom can open up powerful possibilities for new collaboration and conversation. (Parrish, G., 2017)

Did you know?

Tips for faculty

that flipping your classroom encourages students to actually come prepared for class? Check out this teaching technique and more in "[6 Teaching Techniques You Should Know](#)" by Diego Santos, GoConqr (Sept. 17, 2013)

Faculty Focus

What's going on in education, near and far

Do you find end of year evaluations difficult? Confusing? Maybe even pointless? Dr. M. Weimer's article [What Can We Learn from End-of-Course Evaluations](#) in the March 8 *Faculty Focus* explains that your not alone in your opinions. She also provides some suggestions of how you can approach the evaluations to make them more useful to your teaching, as they are meant to be.

Suggestions? Please click on our [Suggestion box](#)!

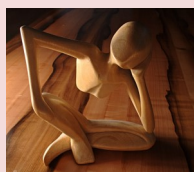## Check this Tech

Tools & Services for Teaching and Learning

You no longer have to include long (and ugly) URLs in your documents! As an interesting—and impressive—variation, create a QR code!

One tip— the longer the URL, the more complex the QR code will be, and the longer it will take to scan. To avoid this, paste your insanely long URL into a URL shortener first (such as Bitly, Google URL Shortener, TinyURL, etc.), then copy/paste the shortened URL into the QR code generator to get a simpler, and faster-to-scan QR code!

To get you started, here's one we use on occasion: http://www.qr-codegenerator.com

Did you know?

Tips for faculty

Tips for Teachers: Finishing the Semester Strong
Cheryl (2016), Pivot Learning

Faculty Matter Tip #12: Wrapping Up the Semester.
Academic Spotlight: San Jose University (9 Dec. 2016)

The above are a couple good articles on how to finish up your semester. Both are written with Winter in mind, but if you are struggling with a little Spring Fever, the ideas still apply.

_____

And here's an article from San Diego State University Student Life & Leadership blog (4 Dec., 2011) that you might want to share with your students (who we all know are starting to feel a little "Spring Fever."): Ending Your Semester Strong.

Ten Reflective Questions to Ask at the End of Class

A. Stockman (2017), BRILLIANT OR INSANE

As we come to the end of the semester, many of us are having our students reflect on their experience in the classroom. Angela Stockman, former English teacher and Education Consultant, reminds instructors how important reflection is to their own craft, and suggests some questions you might want to try with your students. Although they are "end of class" questions, they can easily be adapted to "end of course." (Photo Credit: https://flic.kr/p/4Enhme)

Faculty Focus

What's going on in education, near and far

Dr. Terrell Brown of UCM's College of Education enjoys a Virtual Museum using an Oculus Rift. If you would like to do the same, contact Terry McNeeley at mccneeley@ucmo.edu. (click on the video link to see Dr. Brown's reactions!)

Suggestions? Please click on our Suggestion box!

FOCUS ON FACULTY

Check this Tech

Tools & Services for Teaching and Learning

Do you use PowerPoint in your classes? [Adobe Presenter](#) can make them accessible by easily providing both voice over AND written notes. This will not only help those students you have with visual and/or hearing challenges, but it will also fulfill Universal Design for Learning guidelines which help ensure content is usable by all people to the greatest degree possible. If you're not sure how to use Adobe Presenter, you can contact [Debbie Gerhart](#) to get information on our next training.

IN THE KNOW

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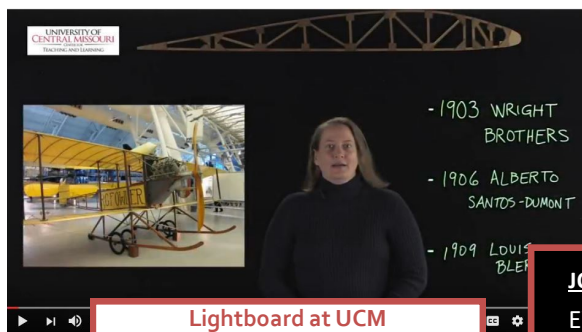Suggestions? Please click on our [Suggestion box](#)!

CHECK THIS TECH! *innovative teaching tools & services*

Learn about one of the newest lecture-recording tools on campus. Using a glass surface, the Lightboard allows faculty to write notes and embed graphics or video images into their lecture for online deployment. View this short video to see the Lightboard in action. Contact Carol Knight at cknight@ucmo.edu to arrange a demonstration.

Lightboard at UCM

Did you know?

Tips for faculty—Lisa Schmidt

Did you know that Blackboard's *Adaptive Release* feature provides you with options to set access to course content based on your students' mastering a previous activity?

You can require completion of an activity (take a test, submit an assignment, etc.), or even set specifics such as achieving a certain score on an assessment before they can view more course content. The feature is great for making certain that your students can apply concepts before going to the next assignment.

This versatile feature also lets you create folders of content visible only to individuals or groups based on their log-in identity. It also allows simple date restrictions for content visibility if you want to control pace of access. CTL offers sessions detailing the many uses of Adaptive Release and we are also available for one-on-one consultations to help with your course construction questions. Email us at ctl@ucmo.edu for an appointment! You can see a list of CTL training at CTL Calendar.

JOIN CTL FOR LUNCH:
EVERY WEDNESDAY
In the Union

Faculty Watercooler

Faculty discussions on subjects that matter to you

SoTL @ UCM– Michelle Amos & Kathy McCormick

Our community of practice: Scholarship for Teaching and Learning (SoTL) was introduced this past semester, and focused on scholarly inquiry exploring best practices in teaching and learning. We have just recently completed our first semester of learning together in-person and online. Through our sessions, we enjoyed presentations by UCM experts on many facets of the research journey—from IRB to funding to publication.

This fall, our charter group will transition to monthly meetings to continue our community of support through the research process. We will also welcome a new group of faculty members who are interested in working with others to share ideas and knowledge in furthering their research interests.

If you are interested in joining us this fall, please contact Michelle Amos at mamos@ucmo.edu or Kathy McCormick at mccormick@ucmo.edu for more information.

Contact Kathy McCormick for more information about, or to suggest other, Learning Communities.

Keeping Up

The latest in Teaching and Learning

If you want to use rubrics, but aren't sure how to develop them yet, there are a number of tools online that provide support. You can't import these into Blackboard—you do have to use the Blackboard Rubric tool for that—but you can use these as models to work from. From k-12 to post-graduate, these services have a lot of good examples worth looking at! Online Rubric Makers

Do you want to make sure your classes meet **Best Practices**? CTL provides confidential internal reviews of your course design using established, nationally known standards such as Quality Matters and Online Learning Consortium's Quality Scorecard. Contact us for more information on this valuable service!
ctl@ucmo.edu or call Kathy McCormick at 543-4359

Suggestions? Please click on our Ideas box!

FOCUS ON FACULTY

CHECK THIS TECH! *innovative teaching tools & services*

REFRESH YOUR CACHE The cache on your browser can cut down on download time. However, sometimes it can cause problems (including the latest issue of disappearing content in Blackboard Content areas). You can often fix these by bypassing the cache entirely and refreshing it

If you are interested in learning how to do this, check out Refresh Your Cache and 18 Ways to Clear Your Cache for step-by-step directions on how to do it.

wikiHow

Did you know?
Tips for faculty
Some tidbits for Blackboard…

Do you know what all those symbols mean that show up in your Blackboard Grade Center? Just click the button "Icon Legend" located at the bottom right of the Grade Center screen and get a complete list.

Did you know if you hide a column from yourself on the Grade Center your students can still see it? To prevent confusion, always hide from student view first, then from instructor view. If you forget and lose a column, go into Manage, then Column Organization, mark the checkbox of the grayed-out row that you want to show. Select "Show/Hide selected" just below the bottom of the list. You'll then be able to see it again!

Use this Planning Calendar as you plan your next semester.

Faculty Watercooler
Faculty discussions on subjects that matter to you
Summer has arrived! We hope you had a very successful semester, and are anticipating a restful summer break. Don't forget, this is also a great time to work on your professional development, if you are so inclined. If you have an interest in course design, pedagogy, course materials development, or Best Practices, the Center for Teaching and Learning is here all summer, and we would be happy to set up a time to meet with you or your department.

If you want to know what's "on the horizon" for Higher Ed., be sure and join us on May 23, and every following Tuesday, at 3:00 pm for the online Horizon Report Virtual Conference. See the UCM Daily for more information.

Keeping Up
The latest in Teaching and Learning

Three Effective Techniques for Brainstorming Ideas

"One of the most important skills for succeeding in school and in the workplace is coming up with new and creative ideas. The best ideas are the ones that solve problems or make our lives easier. While taking action is extremely important,l, (sic) without good ideas, those actions are ultimately good for nothing." Dustin Lee, January 2016, Edudemic.com

Suggestions? Please click on our Ideas box!

FOCUS ON FACULTY

CHECK THIS TECH! *innovative teaching tools & services*

Are you ready to give up your keyboard?

Two weeks ago Google presented its vision for how it expects its users—more than a billion people—to interact with technology in the coming years. Snapchat knew it from the start. Apple has known it for years. And, in recent months, Google and Facebook have all but confirmed it: The keyboard, slowly but surely, is fading into obscurity. The camera is becoming the new keyboard. Technology has once again reached an inflection point. Are we ready? Read Liz Stinson's entire article from WIRED by clicking here.

Did you know?
Tips for faculty

There is a General Education Rubric Training section up and running on Blackboard!

This training includes: a Welcome video, the Joy of Rubrics Power Point used in original face-to-face training, a video demonstrating how to use the rubrics to score a student artifact, The General Education Rubric, and additional student artifacts that can be used for practice. (Here is a visual explanation of how to enroll).

To access the General Education Rubric Training on Blackboard, open up your **My Community** tab. You will see the "**Organization Search**" box on the left; enter "General Education Rubric Training" and submit. This will open a list of organizations including that name. Hover over the title and then click on the chevron in the circle. Select "enroll" and then "submit" on the next page. You will then be in the organization.

Use this Planning Calendar as you plan your next semester.

Faculty Watercooler
Faculty discussions on subjects that matter to you

Atomic Learning: What One Associate Professor Has to Say,
Clara Navin *Atomic Learning Hoonuit blog*
From the article: "Melissa Kagarise, an Associate Professor at Saint Francis University, was a speaker at the OLC Accelerate conference this last fall. Her *LIFESAVERS for Teaching Online* session was a huge hit! In her session, she also mentioned Atomic Learning being one of those lifesavers." UCM faculty can access Atomic Learning on the opening page of Blackboard, and we offer regular training on how to use its various tools. Check out the article on the Hoonuit Blog to see what else she had to say:

What One Associate Professor Has to Say
Melissa Kagarise, Saint Francis University

Keeping Up
The latest in Teaching and Learning

See how the University of Montana is bridging the distance for students who want to take face-to-face classes but can't physically be in the classroom. With the help of Double Robotics, students can attend class, talk to peers, and get help from their instructor without ever leaving home. Curious how Double Robotics works? Contact CTL to see one in action. ctl@ucmo.edu

Suggestions? Please click on our Ideas box!

CHECK THIS TECH! *innovative teaching tools & services*

Atomic Learning has its annual Summer Session underway! Sign up here for their free Higher Ed professional development tips and insights on topics such as Assessment and Evaluation, Online Learning, First Year Experience, Instructional Strategies and more! There are even weekly prize drawings for sharing your takeaways!

UCM pays for membership to this valuable service, so all you have to do is sign in with your university login and you're set for weekly PD tips to arrive in your inbox. No sunscreen required!

Did you know?
Tips for faculty

Did you know that giving feedback throughout the learning process matters? The late Grant Wiggins, of *Authentic Education*, shared his thoughts on how to ensure this in his article 7 key Characteristics of Better Learning Feedback. Wiggins looks what he sees as the seven required characteristics of effective feedback and explains how to use them. These seven: Goal-referenced, Transparent, Actionable, User-friendly, Timely, Ongoing, and Consistent, if used right, will lead to "the most robust improvements" and help sort out why some ""feedback" works and other "feedback" doesn't."

Use this Planning Calendar as you plan your next semester.

Faculty Watercooler
Faculty discussions on subjects that matter to you

4 Reasons Why a Generational Skills Gap Exists Today— and Isn't Closing

Geof Irvine, *eCampus News,* 2/7/2017

Have you ever felt like your students are from a different world? The generational gap, compounded by the digital divide, can be very challenging, and try as we might, sometimes it just feels like we will never overcome it. Irvine explains that we are not so wrong— in fact, the "AAC&U released a survey that corroborated what everyone already knew: a huge gap exists between the perceptions of students and employers about work readiness, particularly as it relates to generational study and work skills." His article points out 4 of the reasons why this is the case, with the hope that we will recognize and strive to overcome these unique challenges.

Keeping Up
The latest in Teaching and Learning

Consider inviting virtual guest experts into your classroom via teleconference technology to expand your students' learning experiences. In this article Gillian Parrish, MFA describes how one instructor invites out-of-state Spanish-speaking colleagues into her classroom experience via Skype to expose her students to variations in accent. Another application of this technology describes how creative writing students have immersive conversations with book authors through the media. Read more about incorporating this type of learning experience here!

Suggestions? Please click on our Ideas box!

CHECK THIS TECH! *innovative teaching tools & services*

FLIPGRID.

Looking for a new way to engage your students in an online discussion format?

Consider **FLIPGRID**, a video based discussion platform. Interact with your students from any device by recording short (less than 90-seconds) videos and have them record their responses. All responses are then laid out in a grid format for others in the class to view. It's a great way to interact with students in an online environment. It also embeds directly into your Blackboard courses. Watch FLIPGRID in action in this video.

Did you know?

Tips for faculty

The more you place instructional materials online; the more you need to consider a concept that Moore and Kearsly (2005) call "transactional distance" — the physical or social space between two individuals interacting in an online environment. Transactional Distance helps describe the comfort a learner feels toward the instructor and peers while interacting online. An article from Getting Smart suggests some strategies that you can use to provide comfort and familiarity to your online environment. Read the whole article "**Reducing Transactional Distance Online: Making Learners Comfortable**" online here.

Use this Planning Calendar as you plan your next semester.

Faculty Watercooler
Faculty discussions on subjects that matter to you

Activities for Building Cultural Competencies in Our Students and Ourselves—Wondering how to best approach the subjects of diversity and inclusion in your courses? What is our responsibility as university faculty to broach this sensitive subject with our students? In this article Dr. Melissa Gomez shares some insights from her "humbling and empowering" experience teaching a health disparities class. She describes how her personal perspectives were challenged and provides some of the guiding principles she uses to formulate meaningful and productive activities for her students. A link to download the full report *Diversity and Inclusion in the College Classroom* is available with the article if you are interested in digging into the subject more deeply.

Keeping Up
The latest in Teaching and Learning

Online Students Want Interaction, Community by Rhea Kelly A recent research report targeted 1500 current and potential online college students to better understand their educational needs, desires and behaviors. Findings include opinion data on competency based programs, reasons for choosing online and programmatic expectations of todays education consumers.

We will be including a new "*2 minute takeaway*" feature in each issue with a videotaped nugget of advice from a teaching peer, courtesy of Innovative Educators!

Suggestions? Please click on our Ideas box!

2 minute takeaway

What is your best kept retention secret?

by Stewart Erlich

FOCUS ON FACULTY

CENTER FOR TEACHING & LEARNING @ UCM

CHECK THIS TECH! *innovative teaching tools & services*

The free **PhotoMath** mobile app can instantly read and solve math problems, whether they are in a textbook or hand written in a notebook! It can even show how the problem was solved with step-by-step instructions.

PhotoMath is a camera calculator, and math assistant available for Android and iOS devices.

PhotoMath supports arithmetic, integers, fractions, decimal numbers, roots, algebraic expressions, linear equations/inequations, quadratic equations/inequations, systems of equations, logarithms, trigonometry, exponential and logarithmic functions, derivatives, and integrals. Click here for the PhotoMath press kit content.

Did you know?

Tips for faculty

Faculty can reserve time on their calendars for students to sign up for meetings (maybe during office hours?) by creating appointment slots on their Google Calendar.

Google Forms can also be used (along with Choice Eliminator) to schedule appointments. Rather than posting to your Google Calendar, this option will present in a Google Sheet. Watch the info video here.

For help with these and other Google-related questions, stop by an *Ask Debbie* session or contact Debbie Gerhart at 660-543-8732 or gerhart@ucmo.edu.

Use this Planning Calendar as you plan your next semester.
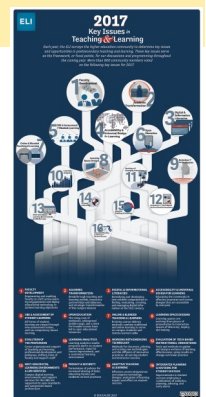
Faculty Watercooler
Faculty discussions on subjects that matter to you

How Students Cheat in a High-Tech World, check out this new report from the Chronicle of Higher Education which provides a compilation of nine articles on the subject. College level cheating is getting more high tech and has turned into a pervasive and profitable industry. The goal of this 36-page article collection is to create awareness of the scope of the problem and prepare you to address new challenges in this assault on the true value of higher education.

Keeping Up

The latest in Teaching and Learning

It's hard to keep up with innovation, so since 2011, the Educause Learning Initiative (ELI) has been surveying the higher ed teaching and learning community to identify the Key issues in Teaching and Learning 2017. They have received input from those who support the teaching and learning mission, including professionals from IT, Centers for Teaching and Learning, the libraries, and deans' and provosts' offices. Click on the title or image to access the infographic and accompanying article.

Check out our new "*2 minute takeaway*" for a videotaped nugget of advice from a teaching peer, courtesy of Innovative Educators!

Suggestions?
Please click on our Ideas box!

2 minute takeaway

Student Retention and First Day of Class Ideas

by Dr Laurie Hazard

CHECK THIS TECH! *innovative teaching tools & services*

Want to add ways to actively engage your students when using video content in your courses?

PlayPosit lets you add questions to original or existing video content. Create engaging lessons incorporating video in less than fifteen minutes. Playposit offers both free and paid levels!

Click here for a peer faculty user review of this tool!

Did you know?
Tips for faculty

Our online training resource **Atomic Learning** has changed! Atomic Learning and Versifit have joined forces and rebranded as **Hoonuit**! You have access to this newly expanded wealth of resources through our UCM subscription. Interactive content includes Instructional Strategies, Online Teaching/Blended Learning, Professional Responsibilities/Communication, Software and Technology, and Student Resources. Faculty and students log in using the link found on UCM's Blackboard Course Gateway page.

"We're on a mission to help educators experience more "aha!" moments," Paul Hesser, CEO at Hoonuit said. "Our solutions enable educators and administrators to assess and predict school and student needs, and for educators to take their own personal development path to tackle some of today's most common education challenges, such as college and career readiness, student engagement and evolving instructional approaches."

Click here for their intro video!

Suggestions? Please click on our Ideas box!

Faculty Watercooler
Faculty discussions on subjects that matter to you

First Day of Class Activities that Create a Climate for Learning
Check out Dr. Maryellen Weimer's list of novel activities that engage students and start the semester out with a creative and involved tone. She describes how she's used Best and Worst Classes, First Day Graffiti, Syllabus Speed Dating and Irritating Behaviors activities to positively shape her classroom environment on the first day.

Use this handy Planning Calendar as you build your courses.
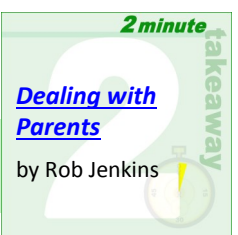
Keeping Up
The latest in Teaching and Learning

Inside Higher Ed: Teaching Today's Students
A free downloadable compilation of articles and essays

The teaching landscape today looks very different from that of a generation or two ago. Technology is of course different – both the options available to professors and the ubiquity of devices brought to campus by students. But there are many other issues as well, such as students who arrive with widely varying preparedness for college-level work. And there are ever increasing demands that colleges improve their retention and graduation rates. Combined, these shifts mean that engaging students has never been more important. The articles in this compilation deal with different approaches by colleges and their professors to engaging students in a variety of ways. - Doug Lederman

Inside Higher Ed will continue to cover these issues. *(excerpt from download, free 35 pg pdf)*

Check out this "**2 minute takeaway**" for a videotaped nugget of advice from a teaching peer, courtesy of Innovative Educators!

2 minute takeaway

Dealing with Parents
by Rob Jenkins

FOCUS ON FACULTY

CHECK THIS TECH! *innovative teaching tools & services*

Qwickly - Managing Blackboard Courses easier

Have you noticed that module on your Blackboard Home Screen called "Qwickly"? Ever wonder what it does? Qwickly is a multi-purpose tool that allows you to manage your Blackboard sections from one central location. With Qwickly, you can send one announcement to multiple sections. You can make your courses available or unavailable without entering into each section. You can load content and make assignments all at one time to multiple sections. Qwickly is ready for you to use right now. For more information on Qwickly you can watch this video. You can also give us a call at 660-543-8528 or email to Ctl@ucmo.edu.

Did you know?
Tips for faculty

UNIVERSITY OF CENTRAL MISSOURI
CENTER FOR TEACHING AND LEARNING

Did you know the Center for Teaching and Learning offers trainings on Blackboard, Google, Presenter and sessions on instructional best practices? In addition to third party webinars such as those listed here, our CTL unit personnel provide multiple training opportunities for faculty and staff throughout the year, and we can create tailored training sessions to meet the specific needs of your department or college. We can make that training convenient by bringing info sessions directly to your departmental meeting, for instance. Check out the full variety of offerings through the Academic Calendar link on the UCM main page, then select Training from the Calendar Links on the left side. Easily register for any training event by clicking its name on that screen, or give us a call to set up a custom solution, 660-543-8528 or

Suggestions? Please click on our Ideas box!

Faculty Watercooler
Faculty discussions on subjects that matter to you

Gillian Parrish, MFA describes some innovative course activities in Jedi Training: Developing Habits of Perception in Our Disciplines. Incorporating emotional and sensory exercises can engage students on a new level. These types of experiences provide "whole-person" learning opportunities and new avenues for reflection. Creating some discipline-specific exercises for your students may also increase their depth of personal connection to your field of study.

Use this handy Planning Calendar as you build your courses.

Keeping Up
The latest in Teaching and Learning (from Natalie at SoftChalk)

The quality of your courses can make or break a student's decision to continue with your online program. Just offering static, print materials in an online format doesn't cut it anymore—*students expect more*.

Learn how educators from across the country are redesigning their course materials for online delivery. In a recent webinar series on Best Practices in Online Course Design, presented by SoftChalk and Quality Matters, educators shared how they design and deliver high quality online courses.

In this free webinar series you'll learn about:

- Best Practices in Online Course Design
- Adding Accessibility to Online Courses
- Promoting Learner Interaction and Engagement
- Course Technology Elements to Ensure Quality Incorporating Assessment and Measurement Tools

Check out this "*2 minute takeaway*" for a videotaped nugget of advice from a teaching peer, courtesy of Innovative Educators!

2 minute
How to Encourage Faculty to Adopt Active Learning Strategies
by Dr. Saundra McGuire

CHECK THIS TECH! *innovative teaching tools & services*

Safe YouTube allows you to create a new video link that removes the typical YouTube distractors that can cause your students to wander from your course. Features:

- Completely free, no registration and no annoying ads.
- Crop video duration, set custom start and end (Enhanced).
- Bookmarklet for fast Safe YouTube video creation (New).
- Safe URL, HTML Code and BBCode (New).
- Share through social networks and by QR Code (New).
- Editable video title and background skin options.
- Auto start (disable/enable).
- Sharing buttons (disable/enable).
- Video download (disable/enable).
- Web based - no software installation required.

More optional information on using the *traditional* YouTube Embed videos & Playlists feature*.*
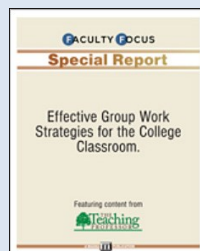
Did you know?

Tips for faculty

If you're interested in what works, and what doesn't, when it comes to teaching, learning, and leading — both in the traditional classroom and online — Magna Publications' special reports have the information you need. Each **free** PDF report features 10-12 articles and is packed with strategies, tips, and insight on the topics that impact your students, your courses, and your work.

Easily download free reports from these topic categories: Academic Leadership, Instructional Design, Teaching and Learning, Educational Assessment, Online Education and Teaching With Technology.
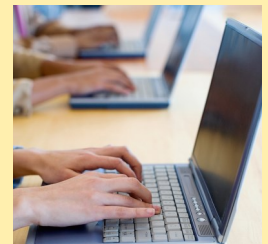
Suggestions? Please click on our Ideas box!

Faculty Watercooler

Faculty discussions on subjects that matter to you

Digital Note Taking Strategies That Deepen Student Thinking

Beth Holland discusses research on pen-paper vs. digital note-taking in class. Content organization and concept synthesis are vital to any effective note taking system. She describes how providing digital note-taking guides for students to frame their notes on may increase class time focus versus attempts to capture your lecture verbatim. She lists various tools and concepts you might consider for maximizing the effectiveness of your students' digital note taking.
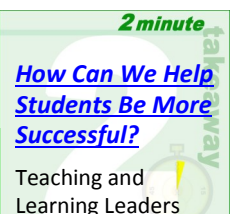
Keeping Up

The latest in Teaching and Learning

In Habits of Highly Effective Higher-Ed Professionals Dr. Steven Riccio describes how education professionals owe it to themselves, their colleagues and their students to prioritize professional development. Explore this article for his take on "What Gets in the Way" and "Going from Fighting Fires to Adding Value". He describes PD as "sharpening the blade":

Most of us in higher education would agree that our overall purpose is to create the optimal living and learning environment for our students, an environment that will prepare them to move forward to serve their communities well into the future. In order for this to occur, we coach our students to pursue lifelong learning; yet we don't practice what we preach. Whether you manage a team or are an individual contributor to your institution's mission, it's time to inspect your blades. If you are like me, after a while your blade starts to bend, leaving you working really hard while achieving minimal results.

For UCM training opportunities stay tuned to CTL's offerings and this newsletter!

Check out this "*2 minute* takeaway*" for a short videotaped nugget of advice from teaching peers. (video courtesy of Educause)

*some videos may be a bit longer!

2 minute takeaway

How Can We Help Students Be More Successful?

Teaching and Learning Leaders

CHECK THIS TECH! *innovative teaching tools & services*

Do you use Google Docs to collaborate or share documents with your students or colleagues? Tony Vincent describes these quick and easy [Google Document URL Tricks](#) to make the most versatile use of this sharable technology. Each one includes step by step methods and a sample for you to see the "trick" applied.

Preview Link– create a clutter free view of a document
Make a Copy Link—forces viewer to make a copy before viewing
Template Link—shares a preview and template to copy
PDF Link—converts your Google Doc to pdf automatically
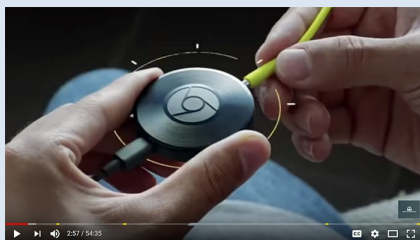   (also suggests other format conversions just as easily changed)

[Eleven Empowering Quotes About Education](#) from [Dictionary.com](#)

Did you know?
Tips for faculty

First Documentary's thought provoking video [Latest Technology of 2017](#) documentary provides a fascinating look into the history and (possible) future of technology in our lives. Food for thought and discussion!

If you'd like segments of this (or any) video extracted for a class discussion, give CTL a call at 543-8528 or [email](#), we'll be glad to show you how easy it is to embed video into your course materials!

Suggestions? Please click on our [Ideas box](#)!

Faculty Watercooler
Faculty discussions on subjects that matter to you

[The Distracted Classroom](#)
In this four-part special report in *The Chronicle of Higher Education* James M. Lang explores the impasse over how to cope with unwanted digital distractions from students' cellphones and laptops.
[The Distracted Classroom](#)- New research may help us break the impasse over how to cope with digital diversions in the classroom.
[Is It Getting Worse?](#) - Today's devices do have a more negative effect on students' attention span than did new technologies of the past.
[Do Tech Fasts Work?](#) - A look at solutions in the latest column of our series on teaching and digital disturbances.
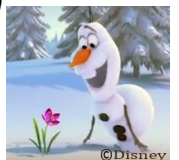*[Transparency, Autonomy and Pedagogy](#) - When cellphones distract students from engaging with work in class, the users can regulate themselves far more effectively than we can.*

Keeping Up
The latest in Teaching and Learning

Ever wonder how "audio description" works, or were you aware it exists as an accessibility aid? Elisa Edelberg from 3PlayMedia explains the technology in her blog [What is Audio Description?](#):

Imagine trying to enjoy a TV show, movie, or live performance, but not being able to see it. It would be challenging to gain a complete understanding of what is happening. You would most likely miss crucial information that is expressed visually through gestures, character actions, or scenery, rather than through audio. There is an exorbitant amount of detail that can be conveyed in a single image.

Now, take a moment to imagine this description—
"A snowman shuffles up to a purple flower peeping out of deep snow. He takes a deep sniff. His nose lands on a frozen pond. A reindeer looks up and pants like a dog. Seeing the reindeer slip on the ice, the snowman smiles and moves toward him, though actually, he's running on the spot. The reindeer falls on his chin. The snowman uses his arm as a crutch. The reindeer paddles his front legs."

©Disney

Check out this "***2 minute* takeaway***" for a short videotaped nugget of advice from teaching peers, this video from *Educause*

*some videos may be a bit longer!

2 minute takeaway
[Five Tips for Active Learning Space Design](#)
By Chris Kobuza

CHECK THIS TECH! *innovative teaching tools & services*
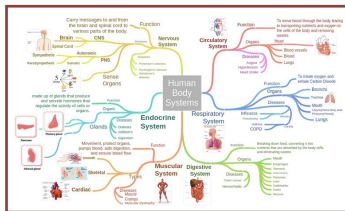
Having trouble describing a concept or process? Described as a "clear way to share complex information" **Coggle** is a great app for visual learners. Coggle is free and easy to use. Add text, graphics, or web links to create concept maps or other forms of visual organizers. Watch this easy-to-follow video on how to clarify your course concept with Coggle.

Their FREE version has these features:

- 3 private/unlimited public diagrams
- 1600 beautiful icons and unlimited image uploads
- Auto-arrange branches
- Unconnected text boxes
- Full change history
- Shared folders
- Embeddable diagrams
- Export and Import options

Check out their *Gallery of Coggles* for inspiration to get started!

Did you know?
Tips for faculty

Ten Google Forms tips every teacher should know about

This Visual Guide is based on instructions and insights from Google's Docs Help center and walks you through the process of setting up, editing and sharing forms using the new Google Forms platform. The visual covers the following how-tos:

- *Create a form from Spreadsheets*
- *Add a section to a form*
- *Add an image or video to a form*
- *Add a section to a form*
- *Send respondents to a specific section based on an answer*
- *Choose a form response destination*
- *Share your form with collaborators*
- *Delete responses from within a form*

Suggestions? Please click on our Ideas box!

Faculty Watercooler
Faculty discussions on subjects that matter to you

Award-Winning Teachers Reflect on Their Training

In this article six faculty members who've won awards for their teaching skills reflect on their teaching training as doctoral students. They share what they wish they had learned and what they are most grateful for learning.

Keeping Up
The latest in Teaching and Learning

Dr. Katie Linder hosts the weekly podcast series "You've Got This"- created for higher ed professionals looking to increase their confidence and capacity for juggling the day-to-day demands of an academic life.
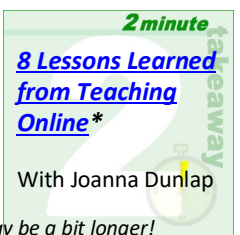
In Episode 30: Back Pocket Teaching Activities she describes five different class activities to add some variety to your class structure and to use on days you are not available.

Here's a sample of some of her other podcast titles:

- *Turning Lemons into Lemonade*
- *Talking About Money with Speaking Clients*
- *Favorite Time Saving Strategies*
- *Surviving vs. Thriving*
- *Finding Your Most Productive Schedule*
- *And many, many more!*

Dr. Linder's podcasts can be shared via web link or embedded into your Blackboard course. Call CTL if you need help!

2 minute takeaway

*8 Lessons Learned from Teaching Online**

With Joanna Dunlap

**some videos may be a bit longer!*

CHECK THIS TECH! *innovative teaching tools & services*

Diigo.com—*Social Bookmarking—an engaging way to encourage student interaction*

We all know how difficult it can be to get our students to read, and we all know how much they like their social media. Diigo.com combines these two things and provides a dynamic reading list that allows you—and your students– to share web-based reading material with others in your group. You can annotate web pages and pdfs, organize research with an Outliner, even add text or comments directly to a web page with sticky notes.

The Center for Teaching and Learning has created a Diigo library with recommended readings for our faculty. If you would like to see Diigo in action, feel free to visit the list and make comments on the posted items. It's a great way to share resources!

Did you know?

Tips for faculty

Did you know that the Center for Teaching and Learning sponsors **Communities of Practice**? These communities are designed to support faculty in their efforts to improve their teaching and professional efforts by providing an opportunity for peers to join together and talk, share experiences, and advise. One of our original communities, the SoTL Community of Practice, was established to support the Scholarship of Teaching and Learning. This group will meet in JCKL 2305 at 2:00 on Friday November 11th. If you are interested in joining us or would like more information, please contact Michelle Amos (amos@ucmo.edu) or Kathryn McCormick (mccormick@ucmo.edu).

Suggestions? Please click on our Ideas box!

Faculty Watercooler

Faculty discussions on subjects that matter to you

Why Flipped Learning is Still Going Strong 10 Years Later

From the article: "The promise of more time for active learning is key to the flipped appeal, its fans say. Equally important, the approach offers a readymade solution to a universal problem: In the information age, how do you teach students to think for themselves when so many answers are just a Google search away?

The secret to making it all work, they say, has nothing to do with eliminating direct instruction from class. Rather, it lies in the true flexibility that the flipped-classroom provides." (Stephen Noonoo, Oct. 3, 2017)

Keeping Up

The latest in Teaching and Learning

How Virtual Reality is Helping Train New Teachers

Researchers working with the University at Buffalo, a Buffalo public charter school, and a digital media company describe how they use a 360-degree virtual reality camera to shoot classroom video scenarios with real students. It offers a middle ground and safe space "between what can happen in the university context and the real classroom." The scenarios are meant to help preservice teachers practice classroom management as they are more realistically immersed in challenging behavior situations. The system allows them to utilize the technology using their smartphone and an inexpensive VR headset. While still in the development stages, this technology shows a lot of promise in providing alternative ways to expose college students to different learning experiences.

Check out this "*2 minute* takeaway*" for a short videotaped nugget of advice from teaching peers, this video from *MacPherson Institute*

*some videos may be a bit longer!

2 minute

Advice for New Faculty

With contributors from the McMasters Institute

CHECK THIS TECH! *innovative teaching tools & services*

Tired of trying to figure out the most effective ways to communicate with your students about deadlines and last minute class changes? They just don't always check those email accounts, so use this tool to reach them where you know they live: their phones!

Remind.com is a **free** app that allows your students to sign up for text alerts. This is a great way to stay in contact with your students. You can contact one student or the entire class through the app. It's easy to set up, and the best part is that you don't have to keep track of their cell number, and they don't get yours.

You simply set up a free Remind Class for each of your course groups. You'll receive a unique code to give your students to "opt in," and you are on your way to a well-informed group! You can even share documents via the app. Check it out today!

Did you know?

Tips for faculty

Making it OK to Ask for Help
Students' need for individual help navigating college waters is discussed in this recent Chronicle article. Students may ask questions that are already answered in their syllabi or course materials, disguising their "true need for what they really want: a conversation."

One idea to spur students to ask their professors real questions and have meaningful contact is described in this linked article: **Make Your Office Hours a Requirement**. **Chronicle Vitae** columnist David Gooblar describes how research indicates that students who take advantage of those office hours benefit personally and academically — with correlations to greater degree completion, more developed college and workplace skills, and higher grades.

Suggestions? Please click on our **Ideas box**!

Faculty Watercooler

Faculty discussions on subjects that matter to you

Moving from Silos and Burnout to Community and Engagement In this article, Scott Gabriel, PhD, describes ways to create an engaged community in the face of shrinking educational support. Fostering greater connections within departments and across the university can help faculty and institutions weather the stresses that higher education is currently facing.

Keeping Up

The latest in Teaching and Learning

Whether we call them grading sheets, schemes, or guides, this article provides a comprehensive look at **Using Assessment Rubrics** in your courses. Check out the article for more info on:

1. Overview of Rubrics
2. When to Use
3. Benefits
4. Challenges
5. Strategies
6. Case studies (download **pdf of full article** here)

Check out even more with this collection of rubric resources:

IRubric from Rcampus
University of West Florida's **Rubric Resources page**
Rubric Samples for Higher Education
Tame the Beast: Tips for Designing and Using Rubrics
Cornell University's **Using Rubrics**
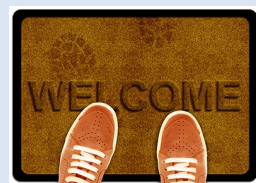Higher Education Academy's **article on Rubrics**
Berkeley's **Getting Started with Rubrics**

Check out this "*2 minute* takeaway*" for a short videotaped nugget of advice from teaching peers, this video from educator Jennifer Gonzalez and **Cult of Pedagogy**

some videos may be a bit longer!

2 minute takeaway

Faster Grading With Rubric Codes

Speed up your grading with educator Jennifer Gonzalez

CHECK THIS TECH! *innovative teaching tools & services*

Google Tour Builder is a new way to create presentations that lets you highlight map locations, add photos, text, and video, and share it all! Tied into the Google system of apps, this free beta software provides a new tool for using the power of Google Earth and all of its rich imagery and spatial referencing. It provides linear, hub, and pathless storylines, so you can control how lines between your location pins are drawn and how the presentation content progresses. You can upload video to enhance the instructional experience with the presentation. The site provides a **gallery of sample** tours and descriptions of different applications of this new technology. You create the tour, then share your creation with your students. Dive in and check out this new Google tool.

Did you know?
Tips for faculty

CTL is hosting streamed sessions from the **Online Learning Consortium's Accelerate** international conference that will be held in Orlando, Florida from **November 15-17**. We have been funded for an unlimited group package, which means we can tune in to the **streamed sessions** while the conference is underway, and then also have access to 110 different streamed sessions for one year from the live presentations. This is a large conference with a lot of great programming. Watch your email for details on which sessions will be streamed live in the library and how to access other available sessions that are of interest to you and your department or colleagues!

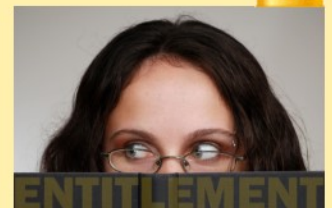**Suggestions?** Please click on our **Ideas box**!

Faculty Watercooler
Faculty discussions on subjects that matter to you

Entitlement in higher education—the discussion is ON! With the semester wrapping up, this webinar and recent **articles** provide some food for thought.

For full access to the hour-long webinar linked below you will need to create a free account with MagnaPubs (UCM is a paid member). You will also discover a lot of other great resources there!

Student Entitlement: Truth, Fiction, or Some of Both? (Webinar, 60 mins.)

Student Entitlement: Key Questions & Short Answers (article)

Keeping Up
The latest in Teaching and Learning

The Best in Teaching and Learning Apps
In your discussions on teaching and learning best practices have you ever wondered which apps would foster your efforts to create a rich and meaningful learning environment?
The American Association of School Librarians (**AASL**) has released its **2017 Best Apps for Teaching and Learning**.

These apps are recognized as the best in exceptional value for inquiry-based teaching and learning. AASL has been releasing this list of best apps for a specific year since 2013. The apps are categorized in six areas: Books, STEM, Organization & Management, Humanities & Art, Content Creation, and Off the Beaten Apps. Although most apps are geared toward Elementary+, they can be modified for use at the higher education level.

To see past years' lists of chosen apps, browse to: **2016** | **2015** | **2014** | **2013**

Check out this "*2 minute* takeaway*" for a short videotaped nugget of advice from teaching peers, this content is from the Center for Teaching and Learning Excellence Faculty Development at UT Arlington

*some videos may be a bit longer!

2 minute takeaway
Staying Productive Podcast Series:
Creating a Semester Plan and Working the Plan
with Dr. Maria Martinez-Cosio

CHECK THIS TECH! *innovative teaching tools & services*

This blog post on [Control Alt Achieve](#) takes a look at four different options to **play videos within Google Docs**,

4 Ways to Play Videos in Google Docs
ControlAltAchieve.com @ericcurts

starting with the most basic and working up to the most advanced processes. See the [full post](#) for directions and examples of each of these four workarounds for adding video to a Google Doc:

1. Adding Hyperlinks
2. Using DocuTube Add-on
3. Embed a Google Drawing with a Video
4. Making a Video into an Animated Gif

Did you know?

Tips for faculty

[Blended Learning: What and Why](#) (part1)

In this three-part blog post series, Dr. Robert Godwin-Jones describes the benefits and processes of blending online learning with face-to-face class meetings. He provides links to examples from his course and discusses how utilizing online content can intensify learning and provide additional opportunities for social learning and digital literacy. Sample [Soft Chalk cloud exercises](#) from his course *Communicating Across Cultures* are included in his blog links.

Check out this blog series for blended learning discussion on:

- [What and Why?](#)
- [Is It Right for You?](#)
- [Implementation Ideas](#)

Suggestions? Please click on our [Ideas box](#)!

Faculty Watercooler
Faculty discussions on subjects that matter to you

Ten Characteristics of Learner-Centered Experiences

Let's create a culture of changing how students learn using innovation and creativity. Katie Martin describes how educational reform will require a shared vision, thinking of learning as a process, not an event, embracing an open culture of networks, sharing ideas and working together. She outlines examples of the ten characteristics from her recent experience creating a TedX talk.

10 Characteristics of Learner-Centered Experiences

Katie Martin
@KatieMartinEdu

[Katie Martin](#) is a teacher, leader and speaker, and works with districts and school systems to create the conditions that support high-quality project-based learning and deeper learning for all students. Check out her 9 min. [TedX video](#) here!

Keeping Up
The latest in Teaching and Learning

From ***Your Daily Briefing***, The Chronicle of Higher Education, Nov. 21, 2017:

Zachary B. Nowak, a doctoral candidate in American studies at Harvard University, relies on the "think-pair-share" method: The instructor poses a question and asks each student to write a response on a piece of paper. Each student then discusses the responses with another. The instructor then asks each pair to share their answer to the question. "There's a mountain of pedagogical research that shows that even short discussions like this among students dramatically increases retention," Mr. Nowak wrote. Learn more about [effective student discussions here](#)!

Check out this ***"2 minute* takeaway"*** for a short videotaped nugget of advice you can apply to your teaching, this video content is from sound expert [Julian Treasure](#), presented at TEDGlobal

some videos may be a bit longer!

2 minute takeaway

Five Ways to Listen Better

with Julian Treasure