The Faculty Center for Learning Development (FCLD) offers ongoing seminars and instruction on a variety of instructional technology, including Blackboard, the University's learning management system (LMS). FCLD will be offering the following seminars during the fall semester. Unless otherwise indicated, all seminars are held in the Woods Classroom in Mortensen Library. Faculty interested in attending should register by emailing fcld@hartford.edu or calling (860) 768-4661.

Getting Started with Blackboard/Blackboard Drop-in
Tuesdays, 12:15 p.m. - 1:30 p.m. - Woods Classroom or FCLD Lab

Every Tuesday, we offer an orientation and drop-in clinic for Blackboard, the application used to put courses online. If you are new to Blackboard, you’ll learn strategies for organizing your Blackboard course, review the many tools and features available in Blackboard, and start adding course content items like your syllabus and web links to your course. Be sure to bring a digital version of your syllabus and/or other course materials; this is designed as a hands-on seminar.

Grade Center: Do It Now!
Wednesday, January 17, 4:00 p.m. – 5:00 p.m.
Come and learn how setting up your Blackboard Grade Center early in the semester has numerous advantages. Doing so earlier means you can:

- Have course grades calculated automatically throughout the course.
- Help students keep track of their own progress throughout the course.
- Have information ready at your fingertips when it's time to submit mid-semester or final grades.
- Weight grades and drop lowest scores quickly and easily.

PowerPoint Tips and Tricks for Teaching and Blackboard Banners
Thursday, January 18, 12:15 p.m. – 1:15 p.m.
Learn how to spice up your PowerPoints in this seminar, creating visually stimulating PowerPoint slides that appeal to the reader and incorporate media in its various forms. Learn how to embed images, manipulate them, and also add graphics, transitions, animations and other tools to create interactivity within your presentations. We will also design a banner for your Blackboard Course.
Blackboard Orientation for Adjuncts
Monday, January 22, 4:00 p.m. – 5:00 p.m.

This session is geared to new adjuncts using Blackboard, the application used to put courses online. If you are new to Blackboard, you’ll learn strategies for organizing your Blackboard course, review the many tools and features available in Blackboard, and start adding course content items like your syllabus and web links to your course. Be sure to bring a digital version of your syllabus and/or other course materials; this is designed as a hands-on seminar.

Creating Video ‘Lecturelettes’ with Personal Capture (PCap)
Wednesday, January 24, 3:00 p.m. – 4:00 p.m.

Personal Capture (PCAP) is a simple, convenient tool that can capture your voice, the action on your computer screen, and webcam video. Its versatility means that you can use it to record audio podcasts, video lectures, or narrated presentations and demonstrations. This session will guide you through the process of recording a narrated screen capture, editing it, and publishing it to Blackboard. Pre-registration is helpful for this session, so that an account can be created for you in advance.

Getting Started with Ensemble, the Campus’ “In-House YouTube”
Thursday, January 25, 12:15 p.m. – 1:15 p.m.

Ensemble works like an in-house YouTube, allowing faculty to quickly and easily upload videos, then link to them from Blackboard and other websites. Faculty who are flipping the classroom, teaching online, using video clips in instruction, or working with student video projects should plan to attend this special information session about Ensemble. Pre-registration is helpful for this session, so that an account can be created for you in advance.

Blackboard’s SafeAssign/Assignment Tool
Wednesday, January 31, 2:00 p.m. – 3:00 p.m.

Students often make mistakes with citations when writing papers. SafeAssign built into the Assignment tool provides just-in-time instruction to students to see how they’re using citations, as well as gives instructors immediate feedback about where students are sourcing information. Learn how to deploy assignments with or without the SafeAssign feature enabled, how to grade assignments from within Blackboard using the Box annotation tool, the inline grading panel, how to grade using a rubric, and other options.

Blackboard’s Inline Grading Tool
Thursday, February 1, 12:15 p.m. – 1:15 p.m.

Tired of downloading papers from Blackboard just so you can grade them? Blackboard’s Inline Grading Tool is designed to allow instructors to grade and markup student assignments, as well as grade blogs, wikis and journals without the cumbersome process of downloading and using Microsoft Word’s markup tools or something equivalent. This seminar is a must for online instructors, but very helpful for anyone who uses Blackboard’s assignments, blogs, wikis, or journals tools.