MMPA – Irene's Blackboard Collaborate Top 10 tips - May 6, 2020

MMPA Faculty:

I am excited that we have begun the term. We are heading into Day 3 and everyone is learning a lot! While on my Blackboard Collaborate (BbC) learning journey, I have gleaned the following insights (most often – the hard way!). Hope these top ten tips help.

Top ten online learning technology tips for BbC:

1. Use your Sandbox Quercus shell to test things out. No-one else can see what you are doing as long as your Sandbox is not published. If you do not have a Sandbox on your Quercus dashboard, email Maria and she will set one up for you.
2. Once you have finished recording a BbC session (either synchronous or asynchronous), copy the link and paste it into an announcement or "page" within the module. That way, students can find it easily. Please see below.

Leases- deck 1 - introduction to leases

Class:

In this session, I introduce the topic of leases and give some insight into how leases are priced. Please watch this asynchronous video prior to our May 7th class.

https://ca-lti.bbcollab.com/recording/1017c8b157e54db78ba3cc617875de6e

I have also posted a PDF of the PowerPoint deck for you.

Irene

3. Use your Sandbox when you are trying to figure something out and you do not want the Class to see the changes you are making. I found this helpful in recording my asynchronous lessons. If you record in your live Class shell, students may be able to join. Once you are happy with your session in the Sandbox. Just copy the link from the recorded session and paste into your "live" course shell (in an announcement or within a "page" in the relevant module).
4. When using the whiteboard, if you use the eraser, everything is erased. You may not want this i.e. you may wish to erase only one item on the whiteboard. To do this – click on the arrow and then click on the item you wish to erase. Hit backspace. Done!
5. You do not need to only draw on the whiteboard; you can also draw on PowerPoint (PP) slides – including blank ones. So – why not insert a few blank slides into your PP deck?
6. When you upload a file to share, the platform converts it to another format. This sometimes changes your desired formatting. Instead – convert your document to a PDF first and then upload.
7. If you would like to use Excel – you can share your active document by clicking on "share application/screen" and then "application window". Make sure your Excel file is open and running as an application. If it does not show in the application window – let me know. I have a workaround.

8. Use your iPad or other tablet to sign in to your Quercus course directly. You can then use your stylus to write on your tablet in the whiteboard. It is so much easier as you can lay your tablet flat to write.
9. Upload files in advance. It normally takes a few minutes to upload.
10. I am trying out other "polling" platforms. You will need to share your screen for this. Many allow you to set the polls up in advance of your session. Just leave the platform open on your computer with the poll set up in advance.

Let me know if you have any other tips. I will continue to share and am happy to add your tips into the MMPA BbC/Zoom Tips going forward. If you are using other platforms – please let us know

One last non-BbC tip relating to Zoom – Maria has created an MMPA Zoom background for students to use (thanks for the tip David!). Maria will be sending this out to all students. While it is not mandatory, we hope students will use it if they have concerns regarding privacy.

Take care and let me know how your first class goes!

Irene