



SANTA ANA COLLEGE

New to Bb? Register for Blackboard Basics!

- Available for Checkout:
 - Webcams
 - Headset/ Microphone
 - Camtasia Studio
 - Articulate Storyline 2 & Studio '13
 - Wacom tablets/ stylus for an interactive screen capture – be your own Khan Academy!
 - lynda.com tutoring
 - Limited number of iPads, iPad accessories and Hot Spots

Contact our office for availability!

Distance Education Office (A-101)
 (714) 564-6725
 sac_disted@sac.edu

Nancy Pun
 Vivian Kvenbo
 Tammy Cottrell
 Cherylee Kushida



Spring 2016

Distance Education Workshops

NEW! Take Attendance in Blackboard! Faculty can now take attendance in Blackboard, and run an official attendance report for submission at the end of the semester!

8/15 Monday	8/16 Tuesday	8/17 Wednesday	8/18 Thursday
8:00—12:00 pm LMS Demos & OEI Presentation	9:00—10:00 am Bb Open Lab (A-101)	9:00—10:00 am Blackboard Attendance	11:00—12:00 pm Bb Open Lab (A-101)
3:00—4:00 pm Getting Started w/ Blackboard	10:00—11:00 am Bb Template	10:00—11:00 am Bb Discussion Boards	1:00—2:00 pm Bb Open Lab (A-101)
	11:00—11:30 am DE Resources	11:00—12:00 pm Getting Started w/ Blackboard	2:00—3:00 pm Bb Template
<div style="border: 2px solid black; padding: 5px; text-align: center;"> Contact the DE Office to register for a Flex Week Workshop </div>	1:00—2:00 pm Blackboard Attendance	1:00—2:00 pm Bb Open Lab (A-101)	3:30—4:30 pm Blackboard Attendance
	3:00—4:00 pm Getting Started w/ Blackboard	2:00—3:00 pm Bb Open Lab (A-101)	4:30—5:30 pm Getting Started w/ Blackboard
	3:00—4:00 pm Bb Open Lab (A-101)	3:00—3:30 pm DE Resources	



- Get Started w/ Bb** – Learn to use Bb as a supplement to a traditional course, including how to upload a syllabus and the basics of using Grade Center.
- Bb Attendance** – Take attendance in Blackboard: setup and use the attendance tool, and how to download an attendance report into Excel to be submitted
- Bb Discussion Boards** – Learn how to setup, manage, and participate in Discussion Board forums, and how they can benefit your students.
- Bb Template** – Explore the new course template, upload your syllabus & more!
- Bb Open Lab** – Work on your course in Bb, and get your questions answered
- DE Resources** – Learn what resources (hardware/software/support) that is available through the Distance Education office.

**** ALL WORKSHOPS IN A-213 UNLESS NOTED ****

W h a t , S N e w ?

Take Attendance in Blackboard! Faculty can now take attendance using Blackboard, and download an official attendance report in Excel to submit for the course at the end of the semester. Attendance can be taken by name or by seating chart. The Attendance tool is quick and easy to setup and use. Interested in learning more? Come to the Flex workshop on Attendance. Can't make it to Flex? Step-by-step instructions are available on the Distance Education website in the Faculty Information section: <http://www.sac.edu/AcademicAffairs/DistanceEd/Documents/Faculty%20Resources/QS%20Bb%20Attendance.pdf>. A "how-to" video is also available: https://youtu.be/irE_uNJRbOs.

LMS Taskforce Activities: The LMS Taskforce met in April 2016 and determined that further faculty and student perspectives were required for a taskforce recommendation. We have had some faculty sharing of Canvas experiences (Thank You Debra Crowley!). This Summer, we will be running Canvas Summer Trials, where faculty will bring a course into Canvas for test student usage. Canvas experiences will be presented on August 15th in a Flex session that is open for anyone to attend. The Flex session on 8/15 will also include presentations by Blackboard, Canvas, and the OEL. The LMS Taskforce will make a recommendation following the presentations.

We are looking for faculty to test Canvas.

- ➔ Experienced in Canvas? Contact Cherylee Kushida, we want to know more!
- ➔ Interested in giving Canvas a try? Contact the DE Office for a Canvas account
- ➔ Want to participate on the LMS Taskforce? Welcome! Please contact Cherylee Kushida!

Distance Education Website: <http://www.sac.edu/disted>

SAC Online Teaching Certificate Program!

Distance Education is offering an **Online Teaching Certificate program**. Completion of Online Teaching Certificate program is required for all instructors that will be teaching online. Prior to starting the Online Teaching Certificate program, instructors must complete the online Blackboard Training Workshops: Faculty Bb Basics, Faculty Bb Assessments, Faculty Bb Grade Center, and Faculty Bb Interactive Tools—located in Blackboard under "My Courses." **Interested faculty should contact their dean or department chair for enrollment.**



Online Technical Training Workshops!

Technical Training Workshops are Online— Receive full flex credit and complete on your own time. Bb online workshops are available to all faculty on Blackboard, including Basics, Assessments, Grade Center, and Interactive Tools. You are already enrolled—no need to sign up! Learn to use Bb at your own pace—when you have time. **Student training is also available.**