iTEC Fall 2021 Faculty Workshops

The Online Learning Advisory Council (OLAC) Presents: A Monthly Express Series on Teaching Hybrid Courses

Location: City Tech Blackboard Basics for Faculty, Fall 2021
Log into the workshop in Blackboard and go to Collaborate and announcements. The workshop will be held in Collaborate (unless changed to Zoom. Then the location will be found in the announcements.)
Workshops to be announced monthly. August and September as follows:

Designing Hybrids with iTEC Director Dr. Karen Lundstrem

Wednesday, August 25th, 12:00 pm -12:30 pm with peer review to follow
OR Tuesday, September 14th, 1:30 pm -2:00 pm with peer review to follow

In this online workshop, the basics of designing a hybrid course will be covered. After the workshop material is presented, the instructor will stay longer to consult with faculty about their own hybrid course questions. If you choose to stay, you can share your course online for feedback. Sharing your course will not be recorded, and is just for your own information. The checklist from the observation report will be used to see if you are meeting requirements.

Blackboard Online Workshop for Faculty

You can log into this workshop by using your CUNYFirst credentials to get into Blackboard. Go to the CUNY website at https://www.cuny.edu/ In the far upper right-hand corner, you will see login. Pull down the menu to select Blackboard. Then use your CUNYFirst credentials to get into Blackboard.

Since this online workshop is for training purposes, you are all enrolled as students. So look for courses in which you are participating as a student. You will need to scroll down beneath the courses that you are teaching. As I mentioned, you will be enrolled by tomorrow, so there is no need to register. However, if you still have difficulty finding the workshop, email itec@citytech.cuny.edu If you have trouble with your CUNYFirst login, please contact the CIS help desk at helpdesk@citytech.cuny.edu

Additional online support for Blackboard can be found on our Faculty Blackboard page. Additional support for online teaching will be found in the Blackboard Online Workshop for Faculty and on our City Tech Online page. If your students need extra help, they can also log into Blackboard and ask their questions in the Blackboard Online Workshop for Students. Please see the Academic Continuity website for help with OpenLab, email, online MS Office, etc.

The following fully online workshops and presentations are designed to help you with your online teaching this semester. They will all be held in the **City Tech Blackboard Basics for Faculty, Fall 2021** course where all faculty are enrolled as students. Go to the workshop and click on ITEC LIVE BLACKBOARD WORKSHOPS 15 minutes before the session begins in Collaborate. Note: workshops will not be available until 15 minutes before start time. If you have trouble entering, please email itec@citytech.cuny.edu

Hybrid Blackboard Workshop

Online, Monday, August 16th – Thursday, December 23rd.

Participate in the Blackboard Online Workshop for Faculty described above. Then take any face-to-face Blackboard workshop below, and have online support while learning the system. You do not need to participate for the full length of the hybrid workshop, but you can use support materials and ask questions online throughout the semester. Alternatively, just participate online and have access to videos, course documents, and instructors to answer your questions. Live Collaborate sessions can also be arranged.

Be sure to register for face-to-face workshops in advance. The location will be provided when you register. Register with itec@citytech.cuny.edu Note that we must tell security who is registered, so be sure to register in advance and you will be sent the location at that time.

There is no need to register for online workshops, which are held in the Blackboard Online Workshop for Faculty. All faculty will be registered in this online workshop at the beginning of the semester. Online workshops below are held in Collaborate within the Blackboard Online Workshop for Faculty.

Blackboard Basics

Online

- August 19, Thursday: 1:00PM-2:30PM
- September 10, Friday: 1:00PM-2:30PM

Face to Face - Room to be announced after registration with itec@citytech.cuny.edu

- August 26, Thursday: 1:00PM-2:30PM
- September 13, Monday: 11:00AM-12:30PM

Grade Center
Learn how to build quizzes in Blackboard and how to use the gradebook.

Online

- September 27, Monday: 2:00PM-3:30PM

- October 14, Thursday: 1:00PM-2:30PM
- November 03, Wednesday: 11:00AM-12:30PM
- November 22, Monday: 4:00PM-5:30PM

Face to Face - Room to be announced after registration with itec@citytech.cuny.edu

- September 02, Thursday: 1:00PM-2:30PM
- September 10, Friday: 4:00PM-5:30PM

Blackboard Collaborate Ultra

Online

- August 25, Wednesday: 4:00PM-5:30PM
- September 24, Friday: 3:00PM-4:30PM

Face to Face - Room to be announced after registration with itec@citytech.cuny.edu

- August 23, Monday: 11:00AM-12:30PM
- September 30, Thursday: 1:00PM-2:30PM

Plagiarism Tools on Blackboard
Turnitin & SafeAssign

Online

- August 30, Monday: 5:00PM-5:30PM
- September 22, Wednesday: 4:00PM-4:30PM

Face to Face - Room to be announced after registration with itec@citytech.cuny.edu

- September 14, Tuesday: 11:00AM-11:30AM

eParse
The ePARSE system was implemented to facilitate the creation and review of a faculty PARSE report. The system is intended to help organize faculty PARSE submissions and streamline the review process. For information about the contents of the ePARSE, refer to the Guidelines for Faculty Personnel Process.

Online

- November 12, Friday: 4:00PM-5:00PM
- November 18, Thursday: 1:00PM-2:00PM
- December 06, Monday: 11:00AM-12:00PM

Zoom Part 1
Setting up a Secure Meeting & Basic Navigation

Online

- September 14, Tuesday: 4:00PM-4:30PM
- October 22, Friday: 3:00PM-3:30PM

Face to Face - Room to be announced after registration with itec@citytech.cuny.edu

- August 23, Monday: 3:00PM-3:30PM
- August 31, Tuesday: 11:00AM-11:30AM
- September 23, Thursday: 1:00PM-1:30PM

Zoom Part 2
Teaching Tools in Zoom: Polling, Sharing Screen, Breakout Rooms

Online

- September 14, Tuesday: 5:00PM-5:30PM
- October 22, Friday: 4:00PM-4:30PM

Face to Face - Room to be announced after registration with itec@citytech.cuny.edu

- August 23, Monday: 4:00PM-4:30PM
- August 31, Tuesday: 12:00PM-12:30PM
- September 23, Thursday: 2:00PM-2:30PM

YuJa
YuJa is a lecture capture, video editing, and media storage system within Blackboard that can be used by both faculty and their students. (Students can use it for presentations and homework video projects.)

YuJa Part 1

Part 1 covers Overview, Setup and Blackboard Integration of the YuJa lecture capture, media storage, and video editing tool.

Online

- September 2, Thursday: 11:00AM-11:30AM
- October 04, Monday: 12:00PM-12:30PM
- November 05, Friday: 3:00PM-3:30PM

Face to Face - Room to be announced after registration with itec@citytech.cuny.edu

- August 24, Tuesday: 11:00AM-11:30AM
- September 09, Thursday: 1:00PM-1:30PM

YuJa Part 2
Editing & Publishing in YuJa

Online

- September 2, Thursday: 12:00PM-12:30PM
- October 04, Monday: 1:00PM-1:30PM
- November 05, Friday: 4:00PM-4:30PM

Face to Face - Room to be announced after registration with itec@citytech.cuny.edu

- August 24, Tuesday: 12:00PM-12:30PM
- September 09, Thursday: 2:00PM-2:30PM

Snagit

Snagit is a screen capture tool licensed only for faculty, not students.

Online

- November 19, Friday: 3:00PM-3:30PM

Face to Face - Room to be announced after registration with itec@citytech.cuny.edu

- October 18, Monday: 5:00PM-5:30PM

Camtasia Part 1
Camtasia is only licensed for faculty and may not be used by your students. Unlike YuJa, there is no media storage included. Part 1 covers overview, lecture capture, and video editing tool.

Online

- October 12, Tuesday: 11:00AM-11:30AM

Face to Face - Room to be announced after registration with itec@citytech.cuny.edu

- September 01, Wednesday: 4:00PM-4:30PM

Camtasia Part 2
Editing and Publishing

Online

- October 12, Tuesday: 12:00PM-12:30PM

Face to Face - Room to be announced after registration with itec@citytech.cuny.edu

- September 01, Wednesday: 5:00PM-5:30PM