




Thank YOU for joining us!



**The next session begins
at 10:15 am CT.**

Course Design
presented by: the eCampus Instructional Design Team

Sponsored by:



**Welcome to the
10th annual
eCampus eColloquium
for faculty!**



Retention

Matters to all of us



Welcome to the eColloquium!


This week we want you to...

Re-energize




Take away new ideas





Welcome to the eColloquium!

Retention efforts start from day 1...



- TROYOnline
- TROY1101



Welcome to the eColloquium!

Join us for the next
Faculty Development Session

- ✓ Once each term
- ✓ Online
- ✓ Open to all TROY faculty
- ✓ On Blackboard, Technology & Course Design

TROY eCampus 2011 eColloquium

Retention: You are the Key!
Instructor Strategies for Retaining Students
 April 12-14, 2011

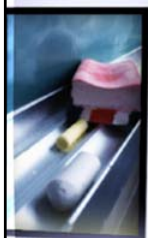


Building an Online Presence



Building an Online Presence

What is social presence?



Social presence is defined as “The degree to which a person is perceived as a ‘real person’ in a mediated communication context.” (Yolanda Serrano Núñez, Natural Sciences Department, Inter - American University of Puerto Rico, Bayamón, Puerto Rico 00957-6257 (yserrano@bc.inter.edu)).





Building an Online Presence

Why is social presence important?

- Promotes affective presence and interactivity among the online community
- Produces and establishes ties of union and relationship
- Contributes to student satisfaction & motivation with online learning
- Studies have shown Online students feel more connected to faculty online than in class
- More interaction directly with faculty and other students



Building an Online Presence

How to create a presence in your online course:

- Design
- Communication
- Technology



Building an Online Presence

How to create a presence in your online course:

- **Design:** customize design to content and instructor personality, add bio and photo, post teaching philosophy, use a custom banner, post YouTube videos and interesting Websites, show students your passion for the subject matter.



Building an Online Presence

How to create a presence in your online course:

- **Design:** customize design to content and instructor personality, add bio and photo, post teaching philosophy, use a custom banner, post YouTube videos and interesting Websites, show students your passion for the subject matter.
- **Communication:** send e-mails and respond to emails in a timely manner, use DB forums, make use of the student lounge, hold office hours online.



Building an Online Presence

How to create a presence in your online course:

- **Design:** customize design to content and instructor personality, add bio and photo, post teaching philosophy, use a custom banner, post YouTube videos and interesting Websites, show students your passion for the subject matter.
- **Communication:** send e-mails and respond to emails in a timely manner, use DB forums, make use of the student lounge, hold office hours online.
- **Technology:** record voice announcements or podcasts, use Wimba classrooms for live sessions, use pronto to chat with students and hold office hours, use voice announcements.

TROY eCampus 2011 eColloquium

Retention: You are the Key!
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Basic Course Components



Basic Course Components

What is a well-designed course?



Basic Course Components


What is a well-designed course?

- ✓ Easy to navigate
- ✓ Clear objectives
- ✓ Clear expectations
- ✓ Good discussions/interactions
- ✓ Organized layout
- ✓ Clean



Basic Course Components

Why is course design important?



Basic Course Components

Why is course design important?

- It promotes student understanding and engagement



Basic Course Components

- Start Here
- Announcements
- Instructor Contact
- Syllabus
- Course Documents
- Assignments
- Discussion Board
- Exams/Quizzes
- External Links
- Tech Proctor Information
- Course Tools



Basic Course Components

Start Here & Site Map

Welcome, Start Reading Here...

Welcome to class. If you have not already read this syllabus, do that first. The next thing you should do is go to the site map and find all the important things to do, in what order and when to do them. Review the contents of Course Information and Course Documents!

Student Expectations

As an online learner with Troy University you are expected to:

- **Meet all appropriate deadlines** – from the application process to the course assignment deadlines to preparing for graduation then every step of the way that have been established to make the process easier for students to achieve their goals. It is the student's responsibility to meet appropriate deadlines. Routinely review the eCampus Academic Calendar and adhere to the deadlines. Start with completing your of documents within the first term to meeting graduation intent deadlines.

Site Map - Where do I find...

Start Here: Important course information on how to get started in the course including Site Map!

Announcements: Used for weekly updates and important reminders about upcoming exams. Check this often to make sure you don't miss an important announcement!

Instructor Contact: Contains my instructor bio and contact information, including electronic office hours, e-mail address, and telephone numbers.

Syllabus: Your course syllabus is posted here. Make sure that you carefully read it.

Assignments:

- A brief overview of assignments (the last two pages of the syllabus) is posted here.
- Contains detailed handouts on objectives and assignments due for each weekly module. You should download these each week so you know which of

The **Start Here** button is required in all courses. It should contain a **Site Map**, which serves as a “map” of the course.

Basic Course Components

Announcements





Every course should have a **Welcome** announcement. Most instructors also use the **Announcements** portion of their course to post weekly reminders and updates.

Basic Course Components

Instructor Contact






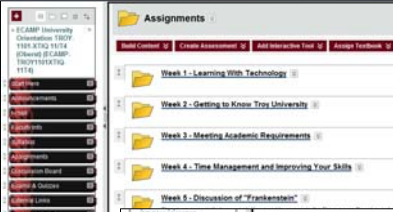
Instructor Contact should contain your phone number and e-mail address. You should also add your bio and photo in order to help your students connect with you.

Basic Course Components

Assignments







The **Assignments** button is recommended (not required). It is good design practice to divide the coursework into weekly folders, so that students know exactly what is due and when.






WEEK	READING ASSIGNMENTS	REQUIRED BLACKBOARD ACTIVITIES
Week 3 (Mon - Sun)	Read Chapter 2. Visit the TRCY site to learn more about degree requirements and plan your course of study.	Take the Week 3 Quiz under the Exams/Quizzes button.

Week Three Assignment Due Date
COMPLETE THESE ASSIGNMENTS BY SUNDAY, APRIL 3 AT 11:59 P.M. CT.

Academic Responsibility
Visit <http://www.troy.edu/scampus/programs/academicprograms.htm> and select your appropriate area of study. Find your plan of your degree. Next to the required courses, indicate the ones you have completed and the term of completion. If you are a Freshman General Studies courses and will need to locate them in the Bulletin and make the same notation (Check for completion/Term of assignment in to your instructor.

Basic Course Components

Discussion Board

Forum	Description
NOTE TO FACULTY	The Discussion Board is a critical component of nearly all online courses at Troy University and should contain a minimum of three forums: Ask the Instructor, Content Forum and Student Lounge. You may want to use the Discussion Board to ask students to respond to the share their impressions about assigned readings and respond to the posts of their classmates. It is also a good idea to ask post personal bios in the Discussion Board the first week of class. NOTE TO FACULTY: Remove this notice BEFORE you make this available to students. Leave the other 3 Discussion Board Forums posted!
Ask the Instructor	Please use this forum to post any questions or concerns that you have about this course. I will be monitoring this forum and will respond to all posted questions within 24-48 hours.
Content Forum	This is the area of the course where you will respond to weekly questions and discussion topics.
Student Area	Please use this forum to get acquainted with your classmates and talk about issues not related to this course.

The **Discussion Board** should have at least three forums: Ask the Instructor, Student Lounge and a content forum.



Basic Course Components


Tech/Proctor Info

↓  **Proctor Information** ▾


↓  **Student Training/Technical Support** ▾
Enabled: Statistics Tracking
This folder contains links to training pages, as well as technical guidance available to you.


↓  **Handbooks** ▾
Enabled: Statistics Tracking
This folder contains various student handbooks that relate to the technology available to you.

The **Tech/Proctor** button automatically appears in your course each term. It should contain 3 folders. You can add additional folders, if you would like.



And the Winner is...



Courtesy of 

TROY eCampus 2011 eColloquium

Retention: You are the Key!
Instructor Strategies for Retaining Students
April 12-14, 2011



Teaching with Technology



Teaching with Technology

- New Blackboard Features
- Wimba
- High-tech Online Tools



Teaching with Technology

Why use technology?

- interactive and engaging
- appeals to tech savvy learners


This slide features a blue gradient background. On the left side, there are three small, vertically stacked images: the top one shows a man and a woman looking at a laptop; the middle one shows a close-up of a hand using a computer mouse; the bottom one shows a man and a woman in a classroom setting. The main text is in white, and the bullet points are in black.



Teaching with Technology

New Blackboard 9.1 collaboration tools:

- Blogs
- Journals
- Wikis

 Blogs  Journals  Wikis


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Teaching with Technology

Blogs

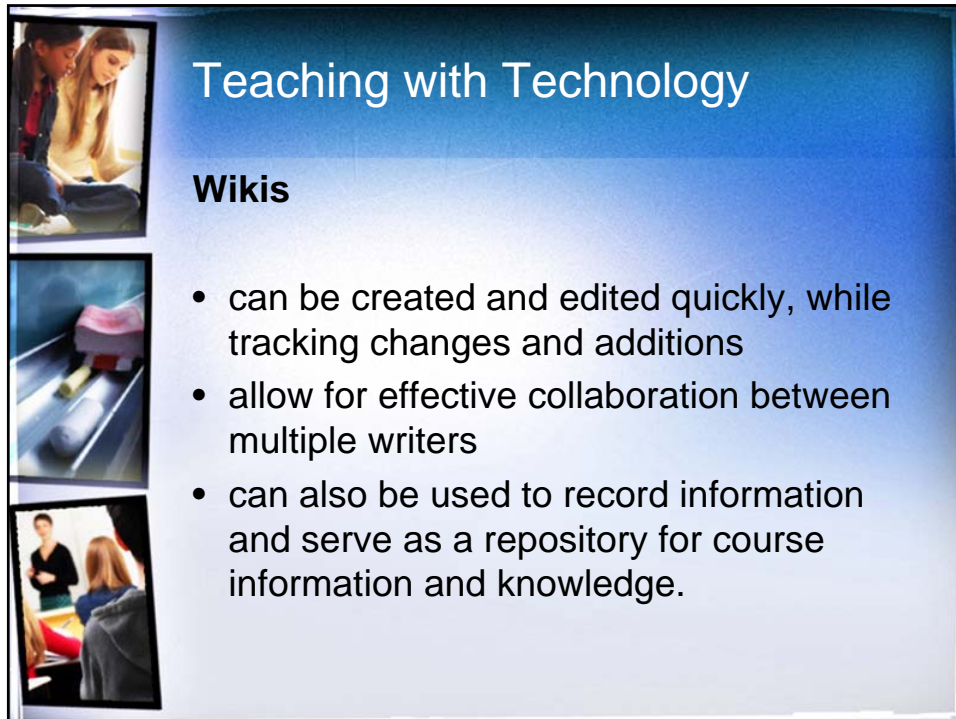
- encourage students to clearly express their ideas
- address the need to expand various aspects of social learning
- an effective means of gaining insight into students' activities



Teaching with Technology

Journals

- users can post messages, and the Instructor can comment.
- instructors can allow journal entries to be read by the rest of the users in a course.
- instructors can grade group journals and apply the grade to every member of the course group



Teaching with Technology

Wikis

- can be created and edited quickly, while tracking changes and additions
- allow for effective collaboration between multiple writers
- can also be used to record information and serve as a repository for course information and knowledge.



Teaching with Technology

Wimba

By combining interactive technologies such as voice, video, podcasting, and instant messaging, Wimba empowers students and instructors with a collaborative environment that extends learning beyond the boundaries of the physical classroom.

 Wimba Classroom
  Wimba Pronto


 Voice Board
  Voice Email
  Voice Podcaster



Question

How many of you are already using Wimba products in your courses?

Click on the hand icon at the bottom of the screen.

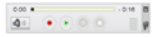
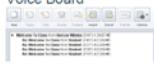


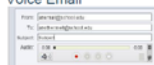



Teaching with Technology

- **Wimba Classroom:** A robust, virtual learning environment that includes audio, video, application sharing, MP4 functionality, and content display – *now with enhanced video and security capabilities.*
- **Wimba Pronto:** Keep connected and build relationships while expanding social learning environments with Wimba Pronto. The only instant messaging system designed for educators to advance and promote learning – *now with a state-of-the-art whiteboard.*

Teaching with Technology

Wimba Voice Tools

Feature	Description	Uses
	<ul style="list-style-type: none"> Audio playback which integrates into CMS course pages 	<ul style="list-style-type: none"> Announcement feature to introduce class or course assignments <ul style="list-style-type: none"> Verbally explain complex ideas, graphics, or images
	<ul style="list-style-type: none"> A threaded discussion feature where communication is asynchronous (anytime) 	<ul style="list-style-type: none"> Demonstration of student's ability to apply learning from lecture or course material Private vocal feedback to students about their course work and progress
	<ul style="list-style-type: none"> Audio files that are distributed for playback on portable media players or computers 	<ul style="list-style-type: none"> Mini-lectures that enhance what is delivered face-to-face Student generated audio resources
	<ul style="list-style-type: none"> Interactive learning feature which blends voice, text, and web pages in one location 	<ul style="list-style-type: none"> Vocal overview of material found on web pages Demonstration of student's ability to apply what they are learning (can be public or private)
	<ul style="list-style-type: none"> Vocal messages that are sent to email address(es) 	<ul style="list-style-type: none"> Role-playing activities Private communication for instructor to students

Teaching with Technology

- Xtranormal** – provides a really simple way to make an effective looking animated **movie**. Their motto is if you can type, you can make movies.
<http://www.xtranormal.com>
- Voki** - free service that allows you to create personalized speaking **avatars** and use them on your blog, profile, Bb eCourse, and in email messages.
<http://www.voki.com>

Voki for Education

- ✓ Motivate students to participate
- ✓ Improve message comprehension
- ✓ Introduce technology in the classroom
- ✓ Explore Voki as an effective language tool
- ✓ Inspire and get inspired by other teachers

Voki is now Advertising-Free!



Teaching with Technology

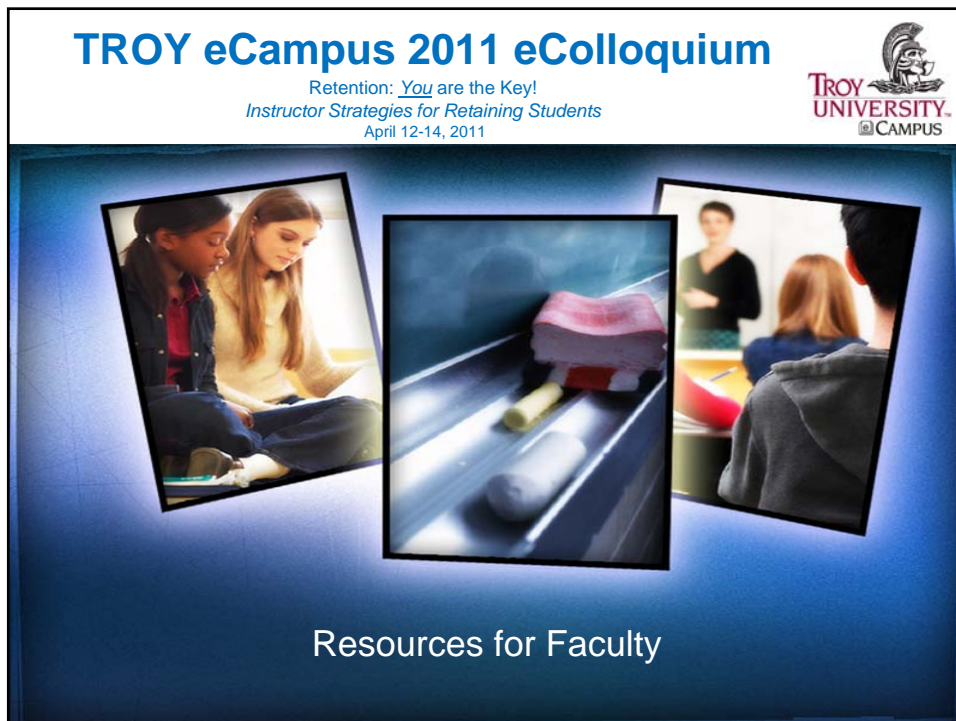
Animation Images & Clips 

Do a web search for the free animation gif files

Here are a few of the freebies
<http://www.gifanimations.com/>
<http://www.gifs.net/gif/>



This slide features a blue background with a grid pattern. On the left side, there are three small rectangular images: the top one shows a man and a woman looking at a laptop; the middle one shows a close-up of a pink and purple object on a blue surface; the bottom one shows a man and a woman in a classroom setting. The main text is centered and includes the title 'Teaching with Technology', a sub-header 'Animation Images & Clips' with a cartoon character peeking over a ledge, and instructions to search for free animation gif files. Two URLs are provided: 'http://www.gifanimations.com/' and 'http://www.gifs.net/gif/'. At the bottom, there are two more cartoon characters: one sitting at a computer and another carrying a briefcase.



TROY eCampus 2011 eColloquium

Retention: You are the Key!
Instructor Strategies for Retaining Students
April 12-14, 2011



Resources for Faculty

This slide has a blue background with a grid pattern. At the top, it features the title 'TROY eCampus 2011 eColloquium' in large blue letters. Below the title is the subtitle 'Retention: You are the Key!' in italics, followed by 'Instructor Strategies for Retaining Students' and the dates 'April 12-14, 2011'. On the right side, there is the Troy University Campus logo, which includes a Trojan helmet icon. The central part of the slide contains three overlapping photographs of students in a classroom setting, similar to the ones in the first slide. At the bottom, the text 'Resources for Faculty' is displayed in white.



Resources

- eCampus Personnel Directory
- Faculty Resources Tab
- Faculty Lounge



Resources



To access the eCampus Personnel Directory, go to www.troy.edu and click on **Online Programs**. Then select **Contact Us**.

Resources

eCampus

Home Main **Get Started!** Degree Programs Current Students Prospective Students Accreditation Contact Us

Ask TROY? Type your question here (Example: How do I apply for admission?)... Ask! Top 10!

Contact Us

At Troy University we know about being busy, managing school and home and work. We want you to be able to reach us when you need to. So we try to make it easy for you by offering variety.

24-hour Information Desk

If you have general questions about our programs you may call us toll-free 1-800-414-5756!

Prospective Students

Prospective students please contact us at the following email: ecampusenroll@troy.edu

Points of Contact

For help with a specific issue call 1-800-414-5756 to contact your home location advisor

Online Help

Also, you may find some answers on our [Frequently Asked Questions](#) page!

eCampus Personnel Directory

The **eCampus Personnel Directory** contains a list of eCampus staff members by department.

Resources

TROY UNIVERSITY
A future of opportunities.

Troy University eCampus Personnel Directory

The purpose of the online eCampus Personnel Directory is to allow immediate access to eCampus personnel. [Go to eCampus Homepage.](#)

Executive Director

Name	E-mail	Telephone	Title	Location
Dr. Deb Gearhart	dgearhart@troy.edu	334-808-6229	eCampus Director	Troy
Donna Stokes	dwestokes@troy.edu	334-808-6411	Associate Director, eCampus	Troy
Kim Smiley	kessmiley@troy.edu	334-670-5876	Administrative Secretary	Troy
Amy Spry	aspry@troy.edu	334-808-6228	Accelerate Program Coordinator	Troy
Patty Stone	postone@troy.edu	334-808-6229	Departmental Secretary II	Troy

Academics

Name	E-mail	Telephone	Title	Location
Dr. Barbara Echord	bechord@troy.edu	334-808-6199	Director of Academics	Troy
Kim Barron	kbarron@troy.edu	334-670-5759	eCampus Scheduling Manager	Troy
Donna Brown	dbrown@troy.edu	334-808-6219	eArmy/GoArmyEd Coordinator	Troy
Dana Bush	dbush@troy.edu	334-808-6193	Textbook Coordinator	Troy
Shannon Carolpio	scarolpio@troy.edu	334-808-6317	Coordinator of Faculty Certifications, Forms and Services	Troy
Tammy English	tengh@troy.edu	334-670-5678	Undergraduate Testing Specialist	Troy
Autumn Faulkner	afaulkner72171@troy.edu	334-808-6245	Undergraduate Testing Specialist	Troy
Susan Garrett	sgarrett@troy.edu	334-808-6275	Program Assistant	Troy

You will find e-mail addresses, phone numbers and job titles.

Resources

The **Faculty Resources** tab is your one-stop location for most all of the resources you will need as an instructor.

Academics	Educational Technology	Instructional Design
<ul style="list-style-type: none"> Academic Term Calendars <ul style="list-style-type: none"> 12/15 - 11/15 12/14 - 11/14 12/13 - 11/13 11/12 - 10/12 11/11 - 10/11 Faculty Contracts Contact MRS. Books Proctoring <ul style="list-style-type: none"> Faculty Proctored Exam Form Undergraduate Proctoring Guidelines Graduate Contact <ul style="list-style-type: none"> Barbara Sanders Frieda Wilson Undergraduate Contact <ul style="list-style-type: none"> Autumn Faulkner Tammy English Scheduling Contact Textbooks <ul style="list-style-type: none"> eCampus Contact eCampus Contact 	<ul style="list-style-type: none"> Blackboard Helpdesk Support Ed Tech Support Licensed Software Remote Proctor Information Current BB9.1 Issues <ul style="list-style-type: none"> Blackboard posts Starfish <ul style="list-style-type: none"> Training Material Instructor Guide Student Guide <p style="text-align: center;">TERM 4 Instructor Letter</p>	<ul style="list-style-type: none"> eCampus Update eColloquium eCourse Redesign/Colleges Assignments Calendar Base Templates <ul style="list-style-type: none"> 11/12 11/11 11/10 11/09 Faculty Development Sessions Faculty Lounge (must log in) Faculty Training / How-To <ul style="list-style-type: none"> TOP Course (Blackboard Training) BSA Lounge 9-1 Cheat Sheet Quick Reference Guide Links & Resources Turn it in Resources

Resources

eCampus Faculty Resources

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The **Academics** section contains items such as academic calendars, proctoring guidelines and textbook contact details.

Resources


eCampus Faculty Resources		
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You will find technical help with Blackboard and other technologies in the **Educational Technology** section, along with downloadable software and information on Starfish.

Resources

eCampus Faculty Resources		
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The **Instructional Design** area houses Blackboard training materials, along with design resources and a list of courses that are scheduled for the eCourse Redesign Project.



Resources

Quality Assurance	Student Services	Resources for your Students
<ul style="list-style-type: none"> • Course Checklist • Mentoring Contact <ul style="list-style-type: none"> • Mentoring Guidelines • Mentoring Memo • Quality Assurance & Quality Matters <ul style="list-style-type: none"> • Intro to QM • Syllabus 	<ul style="list-style-type: none"> • About Student Services 	<ul style="list-style-type: none"> • Global Campus Library • Orientation Courses <ul style="list-style-type: none"> • Graduate Orientation • How Online Classes Work • Student Training / How-To
<p>Dr. Debbie Fortune Director of Quality Assurance (334) 808-6166 dfortune@trov.edu eCampusQC@trov.edu</p>	<p>Patti Cram Director of Student Services (334) 670-3974 pcram@trov.edu</p>	<p>Dr. Deb Gearhart eCampus Director (334) 808-6229 dgearhart@trov.edu eCampus Personnel Directory</p>

Find out which elements are required in all of TROY's online courses in the **Quality Assurance** portion of the Faculty Resources Tab. The eCampus Course Checklist and the eCampus Syllabus Template are also located here.



Resources

Quality Assurance	Student Services	Resources for your Students
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Learn about the role **Student Services** plays when it comes to online students under the Faculty Resources tab.



Resources

eCampus My Content Faculty Resources Starfish

Personaliz

My Courses

My Organizations

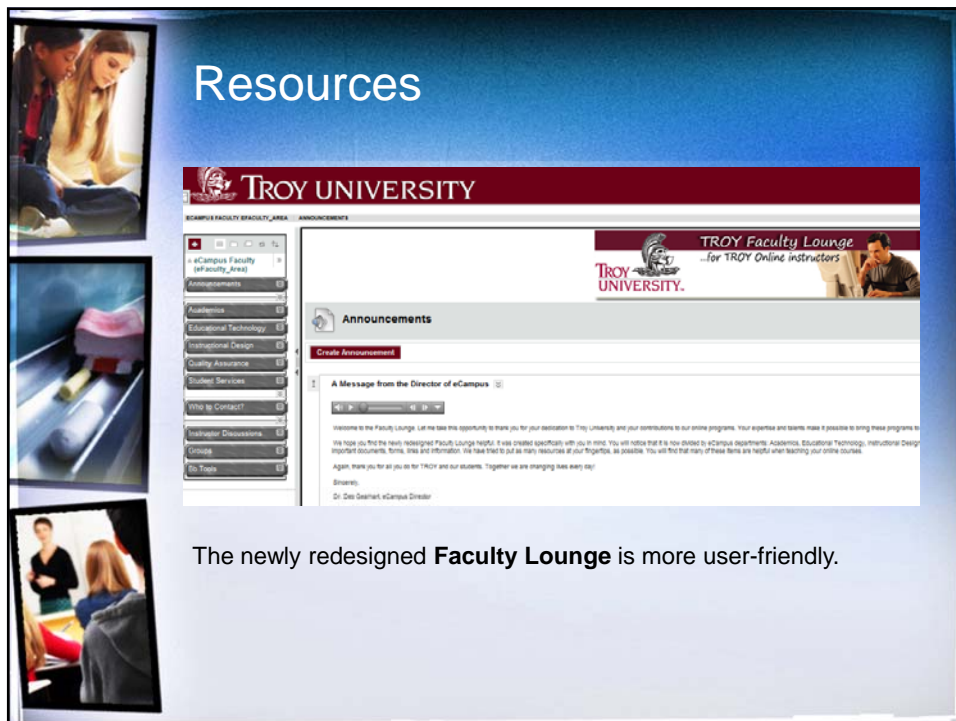
Organizations you are leading:

- Sorrell College of Business Meeting Room
- eCampus Faculty**

My Tasks

My Tasks:

To access the **Faculty Lounge**, log in to Blackboard and go to My Organizations. Then, click on **eCampus Faculty**.



Resources

TROY UNIVERSITY

TROY Faculty Lounge
...for TROY Online instructors

Announcements

Create Announcement

A Message from the Director of eCampus


Welcome to the Faculty Lounge. Let me take this opportunity to thank you for your dedication to Troy University and your contributions to our online programs. Your expertise and talents make it possible to bring these programs to life. We hope you find the newly redesigned Faculty Lounge helpful. If you created specific requests with us, it means you will notice that it is now added to eCampus (Academics, Educational Technology, Instructional Design, Support Documents, Forms, Sites and Information). We have tried to put as many resources at your fingertips, as possible. You will find that only if these items are helpful when teaching your online courses.

Again, thank you for all you do for TROY and our students. Together we are changing lives every day!

Sincerely,
Dr. Don Deemant, eCampus Director

The newly redesigned **Faculty Lounge** is more user-friendly.

Resources



ECAMPUS & FACULTY EFACULTY_AREA

- Announcements
- Academics
- Educational Technology
- Instructional Design
- Quality Assurance
- Student Services
- Who to Contact?
- Instructor Discussions
- Groups
- Bb Tools

Academics – Change of Grade form, textbook request information

Educational Technologies – Blackboard & Remote Proctor help, tricks and tips

Instructional Design – assessment ideas, copyright information, eColloquium links

Quality Assurance – course requirements, Quality Assurance Initiative, Quality Matters

Student Services – the student services mission, services provided


Resources

The **Who to Contact** button contains the names of each of the eCampus department heads, along with a link to the eCampus Personnel Directory.



Who to Contact?

- eCampus**
Dr. Deb Gearhart
eCampus Director
(334) 808-8229
dgearhart@trov.edu
[eCampus Personnel Directory](#)
- Academics**
Dr. Barbara Echord
Director of Academics
(334) 808-8199
bechord@trov.edu
- Educational Technology**
Ronnie Creel
Director of Educational Technology
(334) 870-3498
rcreel@trov.edu
- Instructional Design**
Gayle Nelson
Director of Instructional Design and Educational Resources
(334) 870-8801
gnelson@trov.edu
ecampusID@trov.edu



Instructional Design Team

College of Arts & Sciences and College of Health & Human Services

- Anne Douglas – adouglas@troy.edu
- Candance Barnes – cbarnes@troy.edu

College of Education (+TROY 1101, MTH, ITP) and College of Communication & Fine Arts

- Robert Bossell – rbossell@troy.edu
- Loubna Zahri – lzahri@troy.edu

Sorrell College of Business (+CJ)

- Wanda Edwards – wcedwards@troy.edu
- Inga Oberst – ioberst@troy.edu


Faculty Trainer

- Lee Scarborough – lscarborough@troy.edu

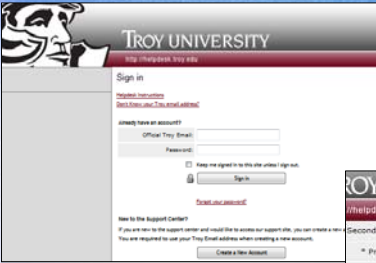
Director

- Gayle Nelson – gnelson@troy.edu

For Instructional Design assistance: ecampusID@troy.edu

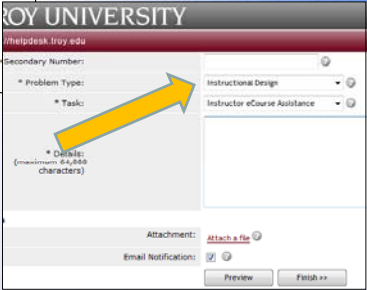


Resources



You can now reach the Instructional Design Team via the **Ticket System**.

In the problem field, enter **Instructional Design** and then select either ecourse assistance or help with the TOP Course.



And the Winner is...



Courtesy of **Mc Graw Hill**




Resources



Questions?





NEXT SESSION

- Our next session will begin at 2pm CT.
- Visit the eColloquium page to access the sessions and schedule
- <http://www.troy.edu/ecampus/colloquium>