eLearning Summer Institute 2017- Schedule

Sessions:	Canvas (D240L)	Video Captioning (D140)	UDL (Collaboratory)
Tuesday Breakfast	~ Example Canvas Sites ~		
Tuesday AM	Canvas Basics	Creating YouTube Videos with Captions	Basics and applications
Tuesday Lunch	~ Example Canvas Sites ~		
Tuesday PM	Canvas Intermediate/Advanced Smorgasbord	Video Captioning Techniques	Basics and applications
Wednesday Breakfast	~ Example Canvas Sites ~		
Wednesday AM	Canvas Intermediate/Advanced Smorgasbord	Video Captioning Basics/Advanced	Basics and applications
Wednesday Lunch	~ Example Canvas Sites ~		
Wednesday PM	* Open/free/work time to apply what you've learned * VR * Dragon Speak * MathSpeak * TypeItIn * PlayPosit, etc.		

eLearning Summer Institute 2017 – Workshop Descriptions

Canvas Basics

Description

These topics will be covered as an introduction to basic features of every Canvas course, for beginners and more experienced instructors needing a review. Participants will use the official college Syllabus Template as a basis for creating a syllabus, edit the syllabus for one of their courses, upload that syllabus to the Syllabus page for one of their courses, and then make the Syllabus page public. Participants will also learn about various possible Canvas Home Pages, and create a starting page for one of their classes. Finally, participants will create a Getting Started Module for one of their classes, which will help their students get oriented and provide a clear jumping off point.

Audience

The participants in this workshop will have little or no comfort in essential features of Canvas, but have passed the Faculty Canvas Orientation course.

Materials

Each participant should be able to access at least one of their Canvas courses, such as their personal Canvas Sandbox or an actual class site.

Objectives

Your Syllabus in Canvas

a. Become aware of the college's syllabus policy
b. Locate and use the Bellevue College Syllabus Template
c. Upload and access the syllabus in a Canvas course
d. Make the Syllabus page publicly-accessible

Class Home Page

a. Adjust homepage contents based on campus, online, and hybrid course modalities
b. Learn about Home page options: Modules, course activity stream, assignments list, syllabus
c. Include requirements for Online classes:
   o title, course description, instructor contact information, links to syllabus and getting started section
d. Ensure Home Page is accessible
e. Embed an image with accessibility (https://goo.gl/EXUC7p)
f. Link to various course materials

Getting Started Module

a. Include recommended content:
   o Purpose of application of Modules
   o Create Module: text header, indent, include, external links, Canvas pages, and files
   o Import from Commons: Import Getting Started Public Course Canvas site
     Instructor bio, course policies, Q&A, syllabus, technology requirements
b. Import the Getting Started Module from the Canvas Commons
c. Canvas Help section

Canvas Intermediate

Description

Participants in this workshop will work with Discussions to promote student engagement with course materials and each other. Participants will also learn how to use images in their courses. Finally, participants will learn about the current state of Office 365 integration with Canvas and use some of

Audience

The participants in this workshop will feel comfortable using Canvas and be willing to explore possibly new Canvas territory.

Materials

Each participant should be able to access at least one of their Canvas courses, such as their personal Canvas Sandbox or an actual class site.

Objectives

Discussions

a. Become aware of Discussion strategies and examples
b. Create and edit Discussions
c. Create Groups and Group Discussions

Images

a. Access copyright free images using Google Advanced Image Search
b. Copy URL to text editor
c. Edit images in Pixlr – crop and resize, save to local drive
d. Upload image to Canvas files (Method 1) or to Office 365 and locate link (Method 2)
e. Embed image in a Canvas web page with Accessibility features

Office 365 Integration

a. Embed OneDrive (Word, Excel, PowerPoint) files into Canvas Pages
b. Create an Office 365 Survey and embed in a Canvas Page

UDL Basics and Applications

Description

This three-hour interactive workshop is designed to help instructors learn about and begin utilizing a Universal Design for Learning framework. Topics covered in this workshop are applicable to online, hybrid, or grounded courses. Participants will be encouraged to interact with each other as they process ways that UDL can be implemented in their courses.

Materials

Each participant will need access to their course content (files, Canvas sites, documents, slideshows, etc.) during the workshop. You may choose to bring your own laptop or use one provided. We will have time during the workshop to begin creating and/or updating course components.

Objectives

a. Discuss the basic framework of UDL.
b. Differentiate between accessibility and UDL.
c. Explore examples of UDL in practice.
d. Identify existing multiple means of representation, multiple means of expression, and multiple means of engagement in your course(s).
e. Discuss difficulties with implementing a UDL framework in your courses.
f. Design, modify or build a component (assignment, lecture, discussion, modules) for one of your courses using UDL principles.

Creating YouTube videos with Captions

Description

Participants in this workshop will create a YouTube channel on which to store their video, create a video with audio using the Snagit video recording application, upload the video to YouTube, and use at least two methods of creating/editing closed captions for their video. Time permitting the videos will be embedded into a Canvas page or discussion.

Audience

The participants in this workshop will have little or no experience using desktop screencasting software to produce educational video resources. Participants will have an existing Google (gmail) account.

Materials

Be sure that you can log into your existing Google account and Canvas Dashboard.

Video Captioning Techniques

Description

This workshop focuses specifically on captioning self-produced educational videos. It gives tips and tricks for editing the auto-captioning created by YouTube. It covers creating, saving, uploading, and adjusting transcripts for a YouTube video. It will also cover downloading the caption files from YouTube and the reasons for selecting specific formats. Creating and editing captions is a transferable skill; learning to use one product will enable you to learn another quickly. We are working in YouTube because it is ubiquitous and many of us already use it.

Audience

The participants in this workshop will have already produced educational video resources and will have an existing YouTube channel. Experience with closed captioning is not required.

Materials

Bring or have access to a video file; MP4 file format is preferred but other formats will work. Bring or have access to the transcript for your video. If you do not have these materials, a sample video and transcript will be provided for you to use in the class.

If you have not already attended the 30 minute Providing Captions or Transcripts: A Universal Design Approach workshop, please set aside 13 minutes to view the video version of the workshop prior to attending either of these hands-on workshops.