**Online Course Project Plan**

| **Descriptor** | **Description** |
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| **Course Name** | Ultra Transition Academy |
| **Faculty Name** | Stephanie Richter, Lead Facilitator  Tracy Miller, Facilitator and Partnership Coordinator |
| **Course Live Semester** | May 16, 2022 – June 5, 2022 |
| **Course Description** | During this three-week online Academy, you will learn how to use the Ultra Course View and apply best teaching practices for creating an intuitive and user-friendly experience for your students. You will apply these practices as you begin to develop your Ultra course for the Summer or Fall term.  Each participant will be partnered with a staff member from the Center for Innovative Teaching and Learning (CITL) or an NIU faculty member serving as an Ultra Ambassador. You and your partner will meet once per week to discuss your progress. Ambassadors and CITL staff members are here to provide the support, feedback, and guidance you need to successfully develop your first Ultra course. |
| **Course Objectives** | By the end of this Academy, you will be able to:   1. Write a document that (1) organizes course content by module and (2) for each module, aligns the module objectives, assessments, content, and activities 2. Complete all tasks needed to create a fully developed Ultra course 3. Apply “best Practices” for teaching and developing online course into your Ultra course |

| **Element** | **Content** |
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| Module Number | **Unit 1** |
| Module Title | Getting Started with Ultra View |
| Objectives | U1.1- Order a Blackboard course or shell and convert the course to Ultra (CO2)  U1.2- Using a Project Plan document, organize your course (objectives, course materials, learning activities, and assessments) into units (CO1)  U1.3- Add a banner to your Ultra course (CO2) |
| Readings and Media Resources | Ultra Course View Tour (instructor video)   * Ultra Course View Overview - <https://www.niu.edu/blackboard/ultra/index.shtml> * Ultra Course View Feature Guide - <https://www.niu.edu/blackboard/ultra/feature-guide.shtml> * What’s New in Ultra - <https://www.niu.edu/blackboard/ultra/new-features-in-ultra.shtml>   Order and Convert your Blackboard Course or Course Shell (2 instructor videos)   * Try Out the Ultra Course View – <https://www.niu.edu/blackboard/ultra/try-ultra.shtml> * Converting your Course for Ultra Course View - <https://www.niu.edu/blackboard/ultra/course-conversion.shtml> * Setting Up Your Profile (link) - <https://www.niu.edu/blackboard/customize/profile.shtml> * Managing Users (link) - <https://www.niu.edu/blackboard/control-access/users.shtml>   Project Plan Document (instructor video)  Course Banners (text)   * Adding a Banner to Your Course (link) - <https://www.niu.edu/blackboard/customize/banner.shtml>   Course Template (instructor video) |
| Activities and Assignments | Partnership Meeting  Knowledge Check  Blackboard Course Build Assignment: Order and Convert Your Blackboard Shell  Project Plan Assignment |
| Optional Activities | Add a Banner to Your Course Shell  Request a CITL Course Template |
| Other | Synchronous session to take place on Tuesday at noon |