Agenda, for the Hour

- Why We Use Technology
- Fundamental Tech @ NIU
  - Your Account IDs
  - Office 365
- HANDS-ON: What you need, to get started in Bb
  - Customizing the Course Menu
  - Adding Content, Assignments
  - Grading
  - Communicating with your Students
- Other available tech, resources @ NIU

Why We Use Technology

- Increase efficiency
- Solve problems
- Promote learning

Account IDs

Z-ID
- Students
- Student-related email
  - E.g., Blackboard Announcements, Email

A-ID
- Faculty/Staff (TAs)
- Separate email account!
- Can be used for teaching responsibilities
  - Differs by department, supervisor

Office 365 – Accessing

Access at o365.niu.edu

Need help accessing? 815-753-8100 • password.niu.edu
Office 365 – Web, or Apps
• Work from web, or download apps
  – NIU Outlook Email on Mobile Device

Office 365 – Using Skype?
Provide Guidelines
• Your availability times
• Your response time
• If your calendar is current
• Appropriate topics
Manage Your Presence
• Set availability
• Log out when unavailable
• Keep Calendar permissions at default (availability times only)
• Create Signatures in Outlook for quick email responses

Hands-on w/ Blackboard
For those not attending this session, see Teaching Assistant Quick Guide, available at: facdev.niu.edu/bbtaguide

Other Tech @ NIU – Smart Classrooms
• Computer, projector, document camera
  — Touch-capable monitor, with annotation feature
• Request your own software with AnywhereApps
• List of locations: niu.edu/doi/services/desktop/rooms.shtml

Other Tech @ NIU – Anywhere Apps
• Apps available in the “cloud”
• Course-specific, based on enrollment
  — E.g., SPSS for certain statistics classes
• To request an app for your course: Software Installation Request Form https://ssl.niu.edu/app/itsforms/
• Log in at: anywhereapps.niu.edu

Other Tech @ NIU - Clickers
• In-class polling
• Instant feedback
• Low-stakes quizzes
• Device… or mobile app
  →
• Training online: https://www.turningtechnologies.com/support/turningpoint-cloud
More Resources – Training Workshops

Teaching, Blackboard, Ed-Tech workshops
- E.g., Blackboard I: Intro to Blackboard (Aug. 25th)
  facdev.niu.edu/gtaprograms

BONUS: Graduate Teaching Assistant certificate
- TAO is the first piece! ;)
- More info: niu.edu/facdev/ta/tacert.shtml

More Resources – Teach w/ Bb site

Blackboard tutorials, guides, walkthroughs:
  niu.edu/blackboard/

Questions?

niu.edu/facdev • niu.edu/blackboard