

Quick Guide to WSU Distance Delivery Resources

AOI / LI Tool Kit for Extended Distance Delivery

Distance Delivery Tool Kit

This is the definitive source for the basics of setting up distance delivery courses. Topics include: using a Blackboard course template, enabling your course, and additional resources. Visit the presentation slides to learn more about how to develop a plan for distance delivery.

Link: <https://li.wsu.edu/teaching-tool-boxes/emergency-tool-kit-for-extended-distance-delivery/>

Presentation Slides: <https://li.wsu.edu/documents/2020/03/preparing-for-distance-delivery.pdf/>

Blackboard

How can I use Blackboard for my courses?

Blackboard is a learning management system (LMS) where you are able to house your syllabus, course schedule, materials and links. Blackboard is accessible for WSU instructors at <https://learn.wsu.edu/>.

Blackboard Learn Tutorials

Tutorials are available to help instructors get the most out of the Blackboard Learn learning management system (LMS). Topics covered: Managing Your Course; Assignments; SafeAssign; Discussions; Tests; Browser Support; Grading; Media Gallery.

Link: <https://li.wsu.edu/academic-tech-tools/learning-management-systems-lms/lms-tutorials/>

Blackboard Demo Course

Access a Blackboard demo for ideas as to how to present content and make the best use of this resource.

Link: <https://li.wsu.edu/teaching-online-global-campus/global-campus-sample-course/>

Panopto

How can I use Panopto for my courses?

Panopto is a video capture tool that allows you to record using your webcam and computer screen. You can build your lecture (or short videos), incorporating your PowerPoints, quizzes, and YouTube videos.

Panopto Instructor Guide

How to set up Panopto in Blackboard, create Panopto recordings, access Panopto recordings, embed a YouTube video in a Panopto recording, caption your video for accessibility, share a Panopto session.

Link: <https://li.wsu.edu/academic-tech-tools/cougar-capture/cougar-capture-tutorials/>

Zoom

How can I use Zoom for my courses?

Zoom is a web conferencing tool that allows real-time connectivity with your students.

How to Use Zoom in Blackboard

The Zoom tool in Blackboard Learn allows you to manage all your meetings and recordings for your courses. Instructors can schedule new meetings and students can join them from a single link. This tutorial offers information on how to sign in to Zoom, set meeting settings, set up recurring meetings, and record meetings automatically.

Link: <https://li.wsu.edu/academic-tech-tools/webconference-zoom/>

WSU Virtual Private Network (VPN)

Do I need to install software for my VPN to work?

VPN applications have been auto-installed on most faculty devices. If you find you do not Global Protect installed on your device, submit a help ticket here: <https://jira.esg.wsu.edu/plugins/servlet/desk/portal/56/create/575>.

Setup and Access Instructions

VPNs allow for a more secure connection when using private or public networks. The use of Global Protect also allows you to access WSU shared drives remotely; without the use of a VPN, you will not be able to access WSU shared drives and remote-desktop applications NVivo, SDC, and STATA.

Link: <https://its.wsu.edu/ssl-vpn-installing-global-protect-sslvpn/>

Additional Resources

Blackboard Best Practices

Includes best practice tips as well as how to create a Blackboard contingency plan to protect from technology failure.

Link: <https://li.wsu.edu/academic-tech-tools/learning-management-systems-lms/best-practices-lms/>

Create an Accessible Word Document

Instructions for creating an accessible Word document/how to convert to scannable PDF.

Link: <https://confluence.esg.wsu.edu/display/KB/Office365+-+5+Minutes+to+an+Accessible+Document>

FAQs for Using Cougar Capture Tools (Panopto)

Answers frequently-asked questions about Panopto, FERPA compliance.

Link: <https://li.wsu.edu/academic-tech-tools/cougar-capture/cougar-capture-faqs/>

Learning Innovations' Faculty Distance Delivery Tips Blog

Link: <https://li.wsu.edu/category/distance-delivery/>

Panopto System Requirements

Learn about the system requirements needed to use Panopto.

Link: <https://li.wsu.edu/documents/2017/12/panopto-system-requirements.pdf/>

Videoconference Tips for Success

Text and video tutorials on student engagement and video conferencing tools/accessibility.

Link: <https://li.wsu.edu/academic-tech-tools/videoconference/best-practices-videoconference/>

WSU ITS Blackboard Self-Help Articles

Link: <https://confluence.esg.wsu.edu/display/KB/Self+Help+-+Blackboard>

WSU ITS OneDrive Self-Help Articles

Link: <https://confluence.esg.wsu.edu/display/KB/Self+Help+-+OneDrive>

WSU ITS Panopto Self-Help Articles

Link: <https://confluence.esg.wsu.edu/display/KB/Self+Help+-+Panopto>

WSU ITS Zoom Self-Help Articles

Topics include: How to share your screen, how to manage participants, how to troubleshoot webcam issues, how to find/view your recordings, and more.

Link: <https://confluence.esg.wsu.edu/display/KB/Self+Help+-+Video+Conferencing>