



McGill

Teaching and Learning Services



myCourses Refresher for Remote Teaching: Part 1

Ingram School of Nursing, August 13, 2020

This session is being recorded 

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Plan for the Session

1. Groups
2. Discussion Board
3. Automation Tools



1

2

3



Groups



1

2

3

Scenarios



STUDENT GROUP
PROJECTS



GRADING FOR
INSTRUCTIONAL TEAM



WEEKLY DISCUSSION
COHORTS



INDIVIDUAL JOURNALS

Enrolment options

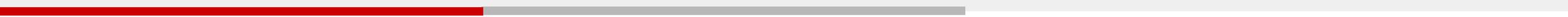
- Manual enrolment (instructor)
- Auto-enrolment (system)
- Self-enrolment (student)
- Total number of groups in the course
- Maximum number of students per group

Tips

- Practice with demo account
- Enroll students after add-drop period
- Create group workspaces (discussions) after customizing group names

Resources

- Requesting a demo account:
 1. Email itsupport@mcgill.ca
 2. Enrol demo.firstname.lastname (Classlist > Add Participants)
- Creating groups: https://mcgill.servicenow.com/kb_view.do?sysparm_article=KB0011118
- Adding links (Groups) to the navbar: https://mcgill.servicenow.com/itportal?id=kb_article&sysparm_article=KB0011090



Discussions



1

2

3

Planning & Managing Discussions



- How do you want your students to interact with each other?
- What are your expectations?
- Who will 'moderate' the discussion?
- Will discussions posts be graded?

myCourses Terminology

- Forum: categories for organizing discussion topics
- Topic: space where discussion threads are created
- Thread: student original post
- Reply: student response to thread

The screenshot illustrates the myCourses interface for a forum. At the top, there is a 'New Forum' section. Below it is a 'New Topic' section. The main content area shows a breadcrumb trail: 'Discussions List > View Topic'. The forum is titled 'Clinical Block 1'. On the left, there is a 'Start a New Thread' button and a 'Filter by: All Threads' dropdown. A table shows statistics for the thread 'SBN core values':

	0	0	2
Unread			
Replies			
Views			

The main thread content shows the title 'SBN core values', the author 'Claire Walker', the post date 'Aug 12, 2020 10:03 PM', and a 'Subscribe' button. The post text reads: 'Uniqueness of the person and self-determination are important values that apply to this case...'. Below the text is a 'Reply to Thread' button. At the bottom, there is a 'Filter by: All Posts' dropdown and a 'Clear filters' link. A message at the bottom states: 'There are no replies in this thread'.



Content



Zoom



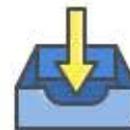
Lecture Recordi...



Quizzes



Discussions



Assignments



Grades



Class Progress

Discussions

Settings

Help

Discussions List

Subscriptions

Filter by: **Unread**

Collapse All Forums

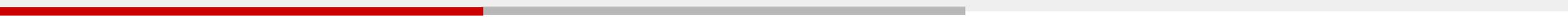
Community Discussions

This discussion forum will serve as the main form of communication throughout NUR1 311.

Topic	Threads	Posts	Last Post
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Resources & Readings

- Creating Discussions: https://mcgill.service-now.com/itportal?id=kb_article&sysparm_article=KB0011078
- Gradable Discussions: https://mcgill.service-now.com/itportal?id=kb_article&sysparm_article=KB0011084
- Tofade, T., Elsner, J., & Haines, S. T. (2013). Best practice strategies for effective use of questions as a teaching tool. *American journal of pharmaceutical education*, 77(7), 155. <https://doi.org/10.5688/ajpe777155>
- Simon, E. (2018, Nov. 21). 10 Tips for effective online discussions [Blog Post]. EDUCAUSE Review: Transforming Higher Ed. Retrieved June 6, 2020 from <https://er.educause.edu/blogs/2018/11/10-tips-for-effective-online-discussions>
- Detailed instructions for student facilitated discussions:
- <https://contensis.uwaterloo.ca/sites/open/resources/CEL-ORR/lecture-content/remote-teaching-seminar-courses/detailed-instructions-for-student-facilitated-discussions.aspx>
- Participation portfolio
example: <https://contensis.uwaterloo.ca/sites/open/resources/CEL-ORR/lecture-content/remote-teaching-seminar-courses/individual-assignments.aspx>



Automation Tools



1

2

3

Intelligent agents

Send an automated email based on a condition

[Sandbox - ISON Online Learning 101] REMINDER: Quizzes for weeks 1 and 2+3 close on August 15th

Getting too much email? [Unsubscribe](#)



mycourses@mcgill.ca

Thu 2020-08-13 10:47 AM

To: Teddy Joseph Quintoro



Hello Teddy,

You are receiving this notice because you have not completed the Sandbox - ISON Online Learning 101 quizzes for either weeks 1 and/or 2+3. These quizzes close on August 15th @ 3 PM.

Please ensure that you are keeping up with the course materials. If you are having difficulties, do not hesitate to contact the instructor or TEAM members.

Regards,

Instructional team of NUR1-311

Replace strings

Customize your emails or announcements

- {OrgUnitName}
Name of the course
- {InitiatingUserFirstName}
First name of the user

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Release conditions

Selectively display (or hide) based on one or more criterion

- Completion of an activity
- Group enrolment

- And many more...

Has not completed an attempt on the quiz: **Quiz Week 1**

Has not completed an attempt on the quiz: **Quiz Weeks 2 + 3**

Resources

- Using intelligent agents: https://mcgill.servicenow.com/itportal?id=kb_article&sysparm_article=KB0011183
- Set release conditions: https://mcgill.servicenow.com/itportal?id=kb_article&sysparm_article=KB0011117



Type your question in
the chat window
OR
Raise your hand

To raise your hand:

- Click on 'Participants'  in the zoom control panel
- In the new window, click on the  'Raise Hand' icon

