# Blackboard Updates Guide

Welcome to Blackboard Spring 2014

On January 1, we moved our Blackboard server to managed hosting to improve stability, reliability and scalability to support growth on our campus.

During the course of the spring semester, we will be working with groups of faculty, staff and students to define and build our WSU Blackboard Community with further customizations which will be updated in the summer. If you are part of a department or group that would like to participate in this process please contact Corey Ray (corey.ray@wichita.edu or 978-7755).
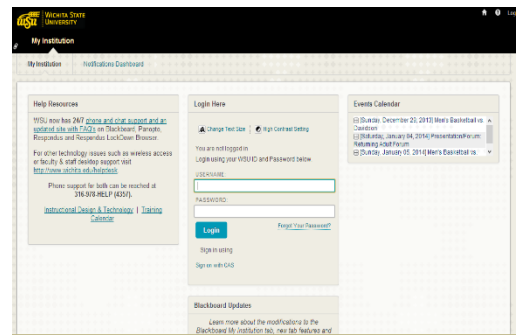
In addition to the technical changes, WSU has added 24/7 support which includes chat and phone support, self-service opportunities for viewing knowledgebase items or FAQs, and the ability to submit your own support request.

While your course features are mostly unchanged, visible however, may be changes to the default tabs and new modules available. These slight changes are intended to highlight some possibilities as well as introduce some more functionality geared toward specific user groups.

What's New?

If you have logged in via http://blackboard.wichita.edu, you noticed that there is no longer a separate login page, but a *My Institution* page that contains a *Login Here* module as your entry point. From *myWSU*, you simply enter the system on this same *My Institution* tab. This primary tab and sub-tab of *My Institution*, includes the *Tools* module you are accustomed to, information regarding our new 24/7 support service options, a section about updates, announcements area, *My Courses* area, and a new *My Organizations* area.

New Features

Blackboard Mobile Learn™: iOS/Android app available for Free!

Blackboard Collaborate: live/synchronous web conferencing with audio as well as video

Blackboard IM: instant messaging services for all Wichita State faculty, staff, and students

Depending on your role, once logged in you will see a Student Resources tab, or if a Faculty/Staff member you will see both the Student Resources and the Faculty/Staff Resources tab. There is no longer a separate "Courses" tab which was used previously to help manage lists of courses but a new feature to "group by terms". The option to group by terms along with Organizations being categorized in a separate module have replaced this functionality.

Faculty Spring Preparation Checklist

Consider this checklist in support of your spring preparation tasks.

- ☑ **Course content:** export and import of previous course
- ☑ **Panopto content:** configuration of new course with Panopto
- ☑ **Section Merge:** submit request required (new)
- ☑ **Course list management:** setup group by terms for easy viewing of courses
- ☑ **Incompletes:** inform students with incompletes where to access old courses

Course Content

Faculty wanting to use course content from a previous semester will need to export their courses from the old/local server at http://bb-old.wichita.edu. This will require faculty create, retrieve and download the course export zip package from the old/local server, and then login to the new server via *myWSU* or directly at http://blackboard.wichita.edu. For assistance with this process, please contact Blackboard support [see *Help Resources* module on the *My Institution* tab].

View an FAQ on how to Export a Course and how to Import a Course

Panopto Content

With every new semester, faculty who use Panopto must configure their new course to include the source folder for the recordings which are being used by the course. Not doing so, will result in students not gaining access and emails being received notifying faculty of a student request for access.

Panopto Quick Configure:

1. Navigate to your course.

2. Click on Tools, Panopto Focus Content.

3. Select Configure.

4. Highlight folder with recordings, click Add, then click Submit.

Section Merge

If you have merged course sections in the past, this feature is now only available per request (i.e. not self-service). You can contact Blackboard support or submit a help request for this action to be completed [see *Help Resources* module on the *My Institution* tab]. Please allow 1-business day for processing. You must include the 5-digit CRN for both the master and associated course(s).

Course List Management

All organizations (or .ORG courses) are now listed under the *My Organizations* module. To more easily organize your courses, terms have been created for both "Development / Sandbox Course Shells" and "2014 Spring". To take advantage of this feature and view your courses sorted by term, simply click on the gear icon in the upper-right of the *My Courses* module, select group by terms and submit the changes.

Incompletes

If you are an instructor in a course that either had not yet ended on Dec. 31, or if you are still needing to access a course to complete grading, etc. you will need to login to the old/local server at http://bb-old.wichita.edu. You may wish to notify your students who have incompletes of this alternative access.

For More Information:

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