A Messages from the Faculty Resource Center

We would like to remind everyone in the campus community that our door is open; we look forward to helping you succeed with technology.

If you’re new to UMSL we invite you to ask a colleague about their experiences with our center. Afterwards stop by room 105 Express Scripts Hall (ESH) and have a cup of coffee with Jennifer, Paul and Tom. We would be delighted to provide you with an overview of our resources and answer any questions you may have.

We realize that this is a busy time of year for everyone and we’re here to help. Our Center reflects UMSL’s commitment to strengthening the support for teaching and learning with technology. Below is a highlight of our services:

• Individual consultation related to the use of technology (MyGateway, online collaborative tools)
• Workshops that focus on a variety of technology themes
• Conduct on-site technology workshops (upon request)
• Assistance with the use of Qualtrics, our online assessment tool
• Support faculty and staff interested in developing websites
• Assistance with converting files to different formats
• Assistance with scanning documents and images
• ……and more

Jennifer Simms
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Five Basic Tips When Working in the Grade Center

Whether you are new to the MyGateway Grade Center or a seasoned user, here are a few helpful tips everyone should keep in mind:

1. Don't use illegal characters, primarily punctuation marks (you can use a period). If you're having trouble accessing a grade column or entering information into it, check the name of the column and eliminate any characters that aren't letters or numbers. (An assignment name and the column name associated with that assignment can be different.)

2. Make use of Assignment Manager. By choosing Assignment under Assessment in a Content Area, you are creating a portal through which students can submit their work directly into MyGateway. A grade column is automatically created for this assignment.

3. As new columns are created, they are added to the far right of the Grade Center spread sheet. Once enough columns are created that one is outside of the screen, a horizontal scroll bar appears at the bottom of the spreadsheet allowing you to navigate to the right.

4. In the lower right-hand corner of the Grade Center page is the button "Edit Rows Displayed." This button lets you extend the spread sheet to as many as 50 students per page. Or you can minimize the sheet to as few as five students visible. By default the Grade Center will only have as many rows as you have students.

5. Work Offline: The Work Offline button is on the far right-hand side of your screen. This feature allows you to upload or download your Grade Center as a .csv or .xlsx spreadsheet. Uploading your Grade Center means taking information you have created in a .csv or .xlsx spreadsheet and importing it into the MyGateway Grade Center. Downloading the MyGateway Grade Center is much more common. All instructors will want to download the Grade Center at the end of the semester because UMSL will only preserve the Final Grade for students, not any other grades. Instructors must download the Grade Center for their own records after the semester ends.

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Now students can create their own presentations and upload them directly to MyGateway—with Kaltura a widely used and user-friendly video sharing platform.

Students these days are getting very good at creating their own video presentations, and teachers know that in addition to being a great assessment tool videos can also be an effective, engaging and creative way for students to showcase their knowledge and enhance their professional portfolios. Kaltura provides a way for students to upload videos to a moderated page where instructors can share out presentations or keep them private.

To set up this tool in your course, direct students to the Course Gallery in the MyGateway Tools area, or, create a direct link on your course home page to Media Gallery.

For more information about Kaltura please contact the Faculty Resource Center—we’d be happy to demonstrate how this tool works and help you set it up in your course.

Paul Wilmarth
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Register NOW Onlinein9

Students can now create and share their videos in MyGateway with Kaltura

Register Now for this spring’s Online in 9, which runs February 10 – April 20. Move your course online with the help of instructional designers and colleagues from across UMSL to share ideas and strategies for rigorous and engaging online courses.

http://www.umsl.edu/services/ctl/onlinelearning/online.html

Join UMSL colleagues in the iPad Teaching Circle on Thursday, November 21 in ESH 103 (3:30 – 4:45) for "Appy Hour." RSVP online http://www.umsl.edu/services/ctl/events/iPad_Teaching_Circle/index.html

Questions about the iPad Teaching Circle?
Contact Michael Porterfield (porterfieldm@umsl.edu)