



New Faculty Teaching & Learning Tips



Spring 2014 Course Close Newsletter

Faculty Corner



Course Reflection?

As the course concludes, you may want to reflect on your own teaching and learning:

- What learning strategies did I incorporate in my course?
- What student–faculty interactions made my course successful?
- How successful were my collaborative learning activities?
- What were the most important concepts my students learned and mastered?
- What did I learn from this group of students?

Review [the NSSE – National Survey of Student Engagement Indicators!](#)

Posting Final Grades with WebAdvisor

Student Corner



Active Student Close?

Do your students leave your course with a sense of accomplishment? Are your students self-directed learners that can apply their new knowledge and skill set to future courses or work experiences?

Consider the Staged Self-Directed Learning Model by Gerald Grow.

	Student	Teacher
1	Dependent	Authority or Coach
2	Interested	Motivator or Guide
3	Involved	Facilitator
4	Self-Directed	Consultant or Delegator

Final course grades should be posted to WebAdvisor within 48 hours of your scheduled final exam. **Verify all due dates with your program manager!!!** After you post final grades, you can use the email feature to inform students that final grades are posted. Students use WebAdvisor to register for courses and to check final course grades

[Assigning Final Course Grades PDF.](#)

[WebAdvisor Email Feature PDF.](#)

Review Teaching Learners to be Self-Directed at <http://www.longleaf.net/ggrow/SSDL/SSDLIndex.html>



Download the [2013-2014 New Faculty Checklist!](#)

Technology Corner

Downloading Grades from the MyHCC Grade Center

You can use features of the Grade Center to download and archive course grades, or run an individual report on a student. Course final grades are archived for one calendar year.

CITT Assistance –

[Creating a Grade Center Report PDF.](#)

[Create an End of Term Course Activity Report.](#)

Blackboard OnDemand Learning Center –

[Working Offline with the Grade Center.](#)

[Creating a Grade Report.](#)

[Archiving a Course.](#)

Blackboard Innovative Teaching Series –

[Best Practices for Grading in Blackboard.](#)

Technology Corner

Microsoft Office 365

Both students and faculty can access the app version of Office 365. Web apps allow you to work in the cloud using Word, Excel, PowerPoint, and OneNote files. With all web apps, you can open and edit documents stored in the Skydrive or attached to Outlook.

[Start with the Office 365 Video Tutorial](#)

PDF Tutorials

[Office 365 Web Apps Overview](#)

[Word Web Apps Overview](#)

[Powerpoint Web Apps Overview](#)

[OneNote Web Apps Overview](#)



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