



New Faculty Teaching & Learning Tips



Spring 2014 Week Two Newsletter

Dates & Events



During the **Second Week of Class**, did you
Submit your course syllabus?
Complete the Office Hours Form?
Enter W/N grades?

Active Learning & Assigned Readings.

College textbooks can be challenging. How can you encourage your students to complete all assigned readings and not quiz? [Active Learning in the College Classroom](#) advises guiding students through difficult chapters with

- One-Minute Papers.
- Muddiest Point.
- Reading Journals.
- A scrambled list of events.
- Cause & effect chart.

Student Corner



WN Grading

HCC features two types of attendance grades – Add/Drop and WN. **Verify dates with your program manager or dean.** For a traditional 16-week course, the add/drop date for the Spring Term is January 14th.

Add/Drop: Students must initiate the add/drop grade. Using their NetID, students simply log into WebAdvisor to add or drop a course during the scheduled time period.

Withdrawn for Non Attendance: Faculty initiate a W/N grade which is awarded to students who have never attended or logged into a class. Typically, W/N grades are posted 9 Calendar Days following the start of the term. W/N grades are officially recorded in WebAdvisor by faculty.

Questions in need of answers.
Key point checklist.

Share with Students!

Students can annotate and highlight to read actively, but should also apply the [SQ4R College Textbook Reading Method](#), *You Tube Video*.

[Review Attendance Grading in WebAdvisor.](#)

Use the [New Faculty Checklist](#) to plan your entire semester!

Teaching Corner

Getting Started With MyHCC

If you are wondering where to start with MyHCC, consider the following resources. The [MyHCC Assistance Center Training](#) offers training for web-enhanced, hybrid, and online courses.

CITT Tutorial –
[10 Tips for Blackboard Use.](#)

Blackboard OnDemand Learning Center –
[Exploring Your Course Environment Video.](#)

Blackboard Innovative Teaching Series –
[BITS Home Page.](#)

[Setting Up Your Blackboard Learn Course](#) YouTube Video.

Technology Corner

HCCLive

The HCC Live Support Center not only features a self-help knowledge base, but it also provides a contact us service. To report log-in issues, access issues, or technological issues, we often Submit A Ticket.

[Download the HCCLive Overview PDF Tutorial](#) to explore the basic features of HCCLive. Or, [Explore the Features of HCC Live Video!](#)



Faculty Mentors

Dr. Barbara Goldstein, Dale Mabry
bgoldstein@hccfl.edu



Johana Melendez, Plant City
Jmelendez6@hccfl.edu

Dr. Michael Odu, Brandon
modu@hccfl.edu

Janet Willman, SouthShore
Jwillman2@hccfl.edu

Bookmark the [New Faculty Page!](#)