New Faculty Orientation Course Outline

M1 Welcome

- Mission/Course Overview
- Org Chart
- Faculty Portal Tour (video)
  - Policies & Procedures
  - Accept Courses/Current/Upcoming
  - My Students
  - Web Mail
  - My Performance
  - Faculty Support
- Brightspace LMS (video)
  - Basic navigation
  - Profile Set-Up

*Week 1 Day 1: **M1T1** – Intro and BSLMS Profile (Discussion)*

*Week 1 Day 2: **M1** – Quiz*

M2 Learning Models

- Overview
  - Pedagogy
  - Pinnacle vs. Classic Comparison (video)
  - Best Practices (using open ended questions to encourage engagement)

*Week 1 Day 4: **M2** – Quiz*

M3 Class Set-Up

- Overview/Content Alert
- Bio (video)
- Welcome Message (video)
- Office Hours/Calendar (video)
- Announcements/Resources (video)
- Initial Posts (video)
- Final Grade Release

*Week 1 Day 6: **M3T1** – Welcome Module Set-Up (Discussion)*

*Week 1 Day 7: **M3T2** – Calendar/Announcements/Resources (Discussion)*

*Week 2 Day 1: **M3T3** – Initial Posts (Discussion)*

(NFO Instructor submits responses to discussion threads in Set-Up Sandbox as a student)

M4 Class Management

- Overview
- Welcome Email (video)
- Adjusting Due Dates (video)
- Responding to Submissions (video)
  - Audio/Video
  - Mark-Up
- Outreach (video)
- Grading Student Work (video)
  - Discussions
  - Submissions
- Final Grades (video)
  - Incomplete/GOG
  - UF vs. F

*Week 2 Day 4: **M4T1** – Welcome Email/Due Date (Discussion)*

*Week 2 Day 5: **M4T2** – Feedback Samples (Discussion)*

*Week 2 Day 6: **M4T3** – Outreach & Grading (Discussion)*

*Week 2 Day 7: **M4** – Sandbox Review & Summary (Submission)*