Creating Content – D2L training
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Presentation Agenda

- Intro / overview of D2L content
  (10 to 15 minutes)

- Accessibility standards
  (5 to 10 minutes)

- Updated course template
  (10 to 15 minutes)

- Q&A and Open Discussion
  (15 minutes)
<table>
<thead>
<tr>
<th>WEEK</th>
<th>DESIGNING YOUR COURSE</th>
<th>FACILITATING YOUR COURSE</th>
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<tr>
<td></td>
<td>JUNE 15-19</td>
<td>JUNE 22-26</td>
<td>JULY 6-10</td>
<td>JULY 13-17</td>
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<tr>
<td>TRAINING 1</td>
<td>Getting Started: Reimaging your course</td>
<td>Selecting and Creating Instructional Materials: Copyright and Accessibility</td>
<td>Engaging and Empowering students</td>
<td>Getting Started: Reimaging your course</td>
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<td>Mon, June 15, @10:00 AM</td>
<td>Mon, June 22, @9:00 AM</td>
<td>Wed, July 8, @11:00 AM</td>
<td>Mon, July 13, @10:00 AM</td>
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<td>TRAINING 2</td>
<td>Rethinking Learning Activities &amp; Assessments</td>
<td>Deciding when to use videos and synchronous sessions</td>
<td>Grading and Feedback: Maximizing your time while being effective</td>
<td>Rethinking Learning Activities &amp; Assessments</td>
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<td>Wed, June 17, @9:00 AM</td>
<td>Wed, June 24, @1:00 PM</td>
<td>Thu, July 9, @1:00 PM</td>
<td>Wed, July 15, @9:00 AM</td>
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<td>D2L TRAINING 1</td>
<td>Creating Content</td>
<td>Gradebook</td>
<td>Quizzes</td>
<td>Creating Content</td>
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<td>Thu, June 25, @1:00 PM</td>
<td>Wed, July 8, @1:00 PM</td>
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<td>Thu, July 8, @11:00 AM</td>
<td>Thu, July 16, @1:00 PM</td>
<td>Thu, July 23, @10:00 AM</td>
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All sessions are 90 minutes long to allow for Q&A.

https://mu.edu/ctl/
"OUR FAVORITE THINGS" VIDEO SERIES

Dr. Melissa Shew (Philosophy Department/Center for Teaching and Learning) interviews Marquette faculty and staff about their favorite tips, tricks, and ideas for remote, blended, and face-to-face education. All interviews are framed by meaningful discussion about the pedagogical value of the interviewee's topic, and most include tutorials about how to develop and implement their "favorite things" in your own class.

Video runtimes range from 10-25 minutes. Click the title to play the video.

Creating and Using Breakout Rooms in Microsoft Teams
Interviewee: Drew Statthus, College of Business
Drew and Melissa discuss how to setup class groups in Teams, and how to use those groups to hold breakout sessions for in-class discussions or groups to work together on their own.

An Introduction to Microsoft Teams
Interviewee: Pam Lewis, College of Business Administration
Pam discusses how to use some basic elements of Microsoft Teams, including splitting and sharing screens, uploading and using files, and how to use the chat feature. Note that since Teams frequently updates, some items in this demo may change. To that end, please create a Team for your class.

https://www.marquette.edu/center-for-teaching-and-learning/our-favorite-things.php
Content in D2L - Best Practices
Content basics

1) Course outline, modules or dates, new module at bottom
2) Module intro text
3) Content items
Content item types

- Upload a file – existing PDF, Word, excel, etc.
- Video or audio – upload file or embed
- Create a file - gives you a blank HTML (web) page to paste text, imaged, large list of links
- Link to other D2L components
Accessibility Standards

When creating content within D2L

- Use headings
- Use image descriptions. Not decorative unless it is something like a line.
- Make links descriptive
Accessibility Standards

Descriptive links:

- **BAD**: click here for article on the federal reserve
- **GOOD**: read this article on the federal reserve
- A screen reader would say “link” then blue link text
Accessibility Standards

When adding content to D2L

- Use accessibility checkers within Word and Acrobat
- Videos must be captioned

Website:

https://www.marquette.edu/accessible-technology/
Course Template

Live demo

- Email us for access to template
- You may view it or copy it over
  - If copying it will add to existing course content. Will have to do some deleting.