

Opening Page – Learning Outcomes

The screenshot shows a Blackboard announcement page for a course titled "Calculus w/ Applications Online". The page is viewed from the perspective of a user named "La Rae Alcidor". The announcement is titled "LEARNING OUTCOMES FOR AUDIENCE" and was posted on Thursday, October 8, 2015, at 1:34:18 PM CDT. The announcement content is as follows:

SUPPLY MEETS DEMAND COURSE LEARNING OUTCOMES

- **Share** items that learners demand (for success) in a DL course.
 - Ease of Navigation / Single Login
 - Module (step-by-step) navigation
 - Access to Help: Technical/Institutional/Academic
 - Flexibility and Communication
 - Content 100% Online
- **Examine** components in a DL course that meets these demand
 - Welcome and Course Orientation
 - More than "Hello"
 - Learner Introductions
 - Course Guidelines
 - Syllabus Snapshots and Other
 - Support Resources
 - Module Content: First Day Instructions, Pre-course Content, Course Content
 - Instructor Content (Lecture Notes, Reviews, Assignments, Videos)
 - Publisher Content (Multimedia)
 - Third Party Content (Websites, Youtube)
 - Assessments and Assessment Instructions
- **Discussion** on the needs of today's online learner.
 - What is lacking in today's DL courses?
 - What is lacking in today's DL learner?
 - What is lacking in today's DL institution?

The announcement is posted by "S Pinegar" and is titled "Supply Meets Demand QM Presentation". A callout box on the right side of the page points to the announcement content with the text: "Learning Outcomes for Supply Meets Demand QM Presentation".

Opening Page – Course Welcome Announcement

WELCOME

Posted on: Monday, September 28, 2015 8:25:59 PM CDT

Posted by: S Pinegar
Posted to: Supply Meets
Demand QM Presentation

[These highlight instructions are for the audience's benefit and are not part of the student course.]

[QM STANDARD 1.1 Instructions make clear how to get started and where to find various course components.]

"Faith is best exhibited during adversity - anyone can be faithful in the absence of adversity."

WELCOME!!! If you are reading this, it means you are enrolled into one of my **MATH 1325 Online** course (Business Math II, informally titled Brief Calculus or Calculus w/Applications). I am excited to have new students to work with. My online courses are a "work in progress" as I look for ways to provide; rigorous course content, varied activities and innovative resources for the learners.

To Begin The Course: Read all announcements, then click on the **Start Here** tab in the menu pane on the left (or below this announcement). There you will find the **Course Introduction Video** and **Course Orientation Link**. These items will guide you through the course. Below is a description of the menu items on the left:

- **Announcements:** This is where I will post announcements. I usually also email the announcements, but check announcements frequently because some image do not like email.
- **Start Here:** This is your course orientation.
- **Unit Modules:** Course content area. (Final Exam Module contains all final exam info)
- **Exam Module:** Contains all exams, exam schedule and exam instructions.
- **Discussion Boards:** Links to the various discussion boards you can participate.
- **Faculty Profile:** More than you ever wanted to know about me. (TMI)
- **Support Resources:** Institutional support info (tech help, Bb help, Email help, counseling, advising, admissions, financial aid and so on)
- **Smarthinking:** A free tutoring site if accessed via Blackboard.
- **WA (WebAssign):** This is only if you happen to have WebAssign and wish to link from Bb (**not required**)
- **SJC Promotional:** Items that the college asks us to make available to students from time to time (Math Club, Graduation, Scholarships, etc.)
- **Hodgepodge:** Just some stuff that might be interesting
- **Common Core** (hidden): This will open later in the semester. It is a district required assignment. It will count as one of your PA grades. More later.
- **Email:** To email people - duhl
- **My Grades:** Gradercenter to check grades
- **Tools:** A set of tools for Blackboard
- **BB Help:** Help for Blackboard

Opening Page
to course.
Provides
information
about course
menu

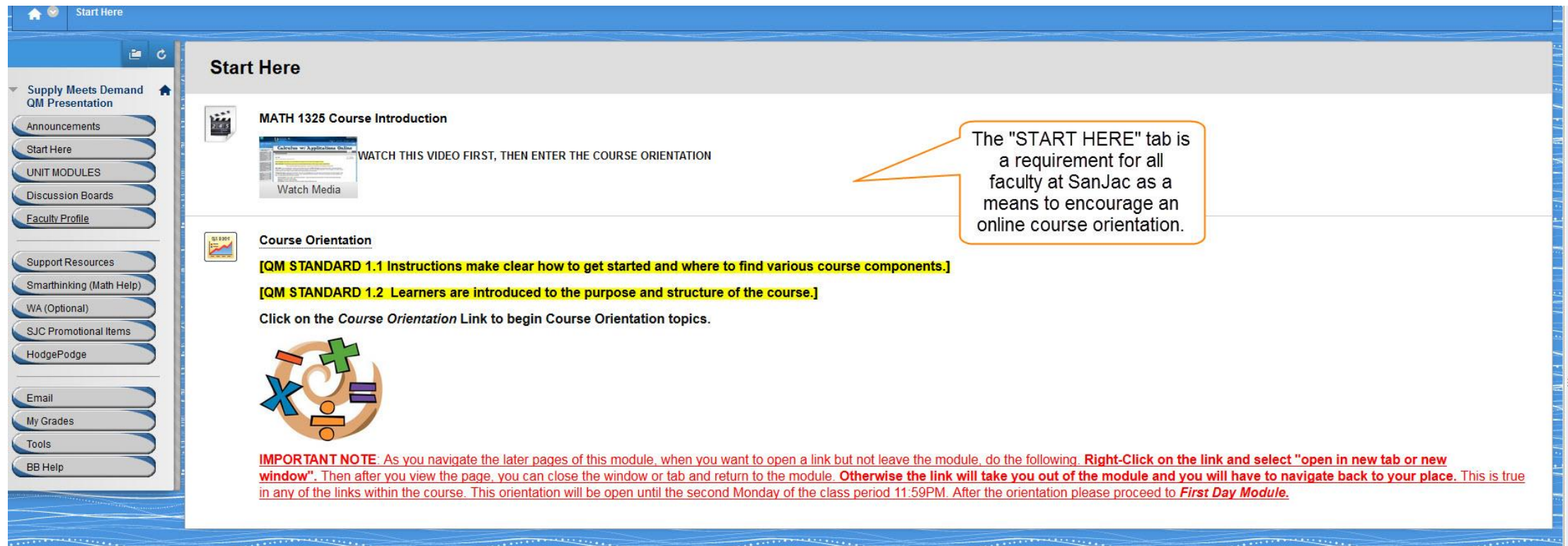
A couple of notes: Chapter Exams 1-5 are available only SA-SU; see exam schedule in Exam Module. (Resets are when you have a legitimate reason to start over - computer crash, power outage, internet outage). Exam 5 is extended 1 day due to Thanksgiving but resets are still due on Tuesday. I added a lot of new questions over the summer. The summer students helped me vet out most of the errors, but let me know if you see any. I know I still have a few typos in the lecture notes to clean up. Feel free to share what you see and I will edit asap.



Kevin Pinegar

"Building a life of significance, and creating a legacy of real value, means being willing to get your hands dirty. It means being willing to step out in your life and onto the platforms of influence you've been given and touch the lives of people in need. Whether it's in your business, your school, your community, or your family, if you want to make a difference in the lives of the people you lead, you must be willing to walk alongside them, to lift and encourage them, to

Course Orientation Menu



The screenshot shows a web interface for a course orientation menu. On the left is a navigation sidebar with buttons for 'Announcements', 'Start Here', 'UNIT MODULES', 'Discussion Boards', 'Faculty Profile', 'Support Resources', 'Smarthinking (Math Help)', 'WA (Optional)', 'SJC Promotional Items', 'HodgePodge', 'Email', 'My Grades', 'Tools', and 'BB Help'. The main content area is titled 'Start Here' and contains two sections: 'MATH 1325 Course Introduction' with a video player and the text 'WATCH THIS VIDEO FIRST, THEN ENTER THE COURSE ORIENTATION', and 'Course Orientation' with two yellow-highlighted QM standards and a call to action. A callout box points to the 'Start Here' section with the text: 'The "START HERE" tab is a requirement for all faculty at SanJac as a means to encourage an online course orientation.' At the bottom, an 'IMPORTANT NOTE' is displayed in red text.

Start Here

MATH 1325 Course Introduction
WATCH THIS VIDEO FIRST, THEN ENTER THE COURSE ORIENTATION

Course Orientation
[QM STANDARD 1.1 Instructions make clear how to get started and where to find various course components.]
[QM STANDARD 1.2 Learners are introduced to the purpose and structure of the course.]
Click on the *Course Orientation* Link to begin Course Orientation topics.

IMPORTANT NOTE: As you navigate the later pages of this module, when you want to open a link but not leave the module, do the following. **Right-Click on the link and select "open in new tab or new window"**. Then after you view the page, you can close the window or tab and return to the module. **Otherwise the link will take you out of the module and you will have to navigate back to your place.** This is true in any of the links within the course. This orientation will be open until the second Monday of the class period 11:59PM. After the orientation please proceed to **First Day Module**.

Course Orientation

The image shows a screenshot of a course orientation page. On the left, there is a 'Table of Contents' sidebar with a list of links. The main content area is titled 'Course Roadmap' and contains a list of instructions for students. A blue arrow points from the 'Table of Contents' sidebar to the 'Course Roadmap' content.

Table of Contents

- Course Roadmap
- Link to Faculty Profile
- Guidelines Snapshot - Course Description and Course L
- Guidelines Snapshot - Technology Requirements
- Guidelines Snapshot - District Policies
- Guidelines Snapshot - Required Materials and Course To
- Guidelines Snapshot - Assessments
- Guidelines Snapshot - Grades
- Guidelines Snapshot - Course Calendar
- 1325 FULL District Syllabus and Course Guidelines
- ONLINE CONFERENCE HOURS AND FEEDBACK
- SJC Tutoring Centers
- Atomic Learning and Smarthinking
- Technology Requirements and Technical Skills for Studer
- Blackboard Support and Tech Support
- Student Email Service
- Netiquette: Online Communication Expectations
- SJC Disability Services
- Link to ALL Student Support Resources
- Link to Unit Modules

Course Roadmap

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[QM STANDARD 1.1 Instructions make clear how to get started and where to find various course components.]

[QM STANDARD 1.2 Learners are introduced to the purpose and structure of the course.]

Orientation includes information on course work flow, accessibility resources, academic resources, office hours, etc.

1. Read all of the **First Day Module** content and complete this module. This module contains some new and redundant items (for emphasis) as well as a link to the **Student Intro Forum**.

2. Read all of the **First Day Module** content and complete the **Student Intro** exercise before proceeding to **Module 0**. (You will need to return to the **Student Intro Forum** as more students post)

3. After you post your Student Intro, you can follow the link to **Module 0**. **Module 0** contains precourse (review) material. You may return to **Module 0** as often as needed to review the review content.

4. Explore ALL **Module 0** content. You may download or print any helpful documents. **Module 0** contains your first graded assignment (**PA 0-R**). Complete this assignment by the given due date.

5. Follow the link to **Module 1** and follow the instructions. After the **Module 1 Exam Due Date** passes you should move onto **Module 2** and repeat. Modules 1-5 contain chapter exam content.

6. The last module in the course is the **Final Exam Module**. This module contains ALL information regarding the proctored final exam.

7. **If you miss an exam/assignment for any reason, you will receive a ZERO.** Just a few excuses that will result in a zero: Make a contingency plan for ANY issue that may arise. Make sure you plan for an undisturbed environment for all exams. You only get one attempt.

1. "I thought the exam was next week" or "I thought I had until midnight"
2. "I had to work all weekend" or "I had to go out of town"
3. "My computer crashed" or "I had no computer access" or "My battery died"

8. See PA instructions within Module 0 and exam instructions within each module.

9. Review all other content tabs of the course site.

10. Email/Discussion Board Guidelines

1. Only email me from SanJac Student email account
2. Include your NAME, COURSE, SECTION and G#
3. If the email pertains to a particular math problem, you MUST provide the problem in the email (do not say "#31 on page 175" or "#16 from PA 1-2). Text/Call only in URGENT situations (cell number is on course guidelines). Please do not abuse the privilege

 1. You can copy/paste the problem.
 2. You can scan your problem and work to attach to the email.
 3. You can take screen shot (google this - it is easy).

Faculty Introduction

Table of Contents

- Course Roadmap
- Link to Faculty Profile**
- Guidelines Snapshot - Course Description and Cours
- Guidelines Snapshot - Technology Requirements
- Guidelines Snapshot - District Policies
- Guidelines Snapshot - Required Materials and Cours
- Assessments

Link to Faculty Profile
If this item does not open automatically you can open [Link to Faculty Profile](#) here

Click to Launch

[QM STANDARD 1.8 The self-introduction by the instructor is appropriate and available online.]

This link will take you to my faculty profile. To ease naviagation, right click and open in new window or new tab. Then close the new window or new tab and return to presentation.

Faculty Profile link included in course introduction

Link to Faculty Profile is always available in left column menu for easy access.

Orientation Menu: Navigation

The screenshot shows a 'Table of Contents' for a course. The menu items include: Course Roadmap, Link to Faculty Profile, Guidelines Snapshot - Course Description and Course L, Guidelines Snapshot - Technology Requirements, Guidelines Snapshot - District Policies, Guidelines Snapshot - Required Materials and Course To, Guidelines Snapshot - Assessments, Guidelines Snapshot - Grades, Guidelines Snapshot - Course Calendar, 1325 FULL District Syllabus and Course Guidelines, ONLINE CONFERENCE HOURS AND FEEDBACK, SJC Tutoring Centers, Atomic Learning and Smarthinking, Technology Requirements and Technical Skills for Studen, Blackboard Support and Tech Support, Student Email Service, Netiquette: Online Communication E, SJC Disability Services, Link to ALL Student support Reso, and Link to Unit Modules. The 'Link to Unit Modules' item is circled in green. A blue arrow points to the top of the menu with the text 'Orientation to course menu, format and work structure'. A green arrow points to the 'Link to Unit Modules' item with the text 'Each module provides links to subsequent modules for easier navigation'. A grey header bar at the top right contains the text 'Link to Unit Modules' and 'If this item does not open automatically you can open Link to Unit Modules here'. A yellow highlight on the page contains the text '[CUM STANDARD 8.1.8.4 Course navigation facilitates ease of use. The course design facilitates readability.]'. Below this highlight is the text 'Click this link to go directly to the Unit Modules.' The page number 'Page 20 of 20' is visible in the top right corner.

Table of Contents

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Link to Unit Modules

If this item does not open automatically you can open [Link to Unit Modules here](#)

Orientation to course menu, format and work structure

[CUM STANDARD 8.1.8.4 Course navigation facilitates ease of use. The course design facilitates readability.]

Click this link to go directly to the Unit Modules.

Page 20 of 20


Each module provides links to subsequent modules for easier navigation

Student Introduction

Discussion Board
Forums are made up of individual discussion threads that can be organized around a particular subject. Create Forums to organize discussions. [More Help](#)

Search

Forum	Description	Total Posts	Unread Posts	Total Participants
STUDENT INTRODUCTIONS	[QM STANDARD 1.9 Learners are asked to introduce themselves to the class.]	1	1	1



Student Introductions are a mandatory part of the Course Orientation. Link to discussion board can be found within the orientation module and left column menu.

The first thing we must do is get to know each other a bit. Read the [Student Introduction Forum](#) instructions carefully and proceed to the forum by selecting the link.

[QM STANDARD 1.3 Etiquette expectations for online discussions, email, and other forms of communication are stated clearly.]

Please read the following link before continuing:

Below is a link to **Netiquette** by Virginia Shea. Please read these guidelines and remember them during your online experience. <http://www.albion.com/netiquette/corerules.html>

Subscription to the forum is OPTIONAL, participation is MANDATORY :I strongly suggest you do not subscribe - otherwise your mailbox will fill up.I would advise you view these posts at the forum.

Instructions: Please tell the class **at least 5 true facts** about yourself PLUS one falsehood (6 total). Other students should guess which statement is false. As students guess wrong, please elaborate on why they were wrong. When a student finally guesses your false "fact", please let us know but still elaborate on your true facts.Follow my posted example. Initial post should be posted within the first two days of class. **The forum will close after one week and you will have no opportunity to receive the point.**

I will add 1 points to your FINAL AVERAGE at the end of the semester:) You must post at least 5 times to receive the point (Initial post plus 4 other posts). **This assignment must be completed during first week. (See due date)**

Make sure you remember to return to the forum daily during the first week of class to respond to other posts. The forum will close approximately 1 week after the class start date. See due date.

See my example in the forum. After your initial post, return to complete Module 0.

kp

First Day Handout

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Do's and Don'ts of Responsible Online Students

Page 1 of 22

[QM STANDARD 1.3 Etiquette expectations (sometimes called "netiquette") for online discussions, email, and other forms of communication are clearly stated.]

[QM STANDARD 5.4 The requirements for learner interaction are clearly stated.]

DO'S  **DON'T'S** 

BELOW ARE JUST A FEW DO'S AND DON'T'S THAT WILL GET US OFF ON THE RIGHT FOOT. THESE TIPS ARE COMMON SENSE THAT YOU SHOULD KNOW BY NOW.

DO take control of your goals, dreams, success, failures, future. In order to be successful, you must take responsibility for your destiny. **DON'T** assume your instructor controls these things.

DO read all of the course documentation (syllabus, Bb resources, text). **DON'T** ask questions until you have researched the course documentation.

DO meet deadlines on assessments and take advantage of all resources. **DON'T** ask for retakes, early takes, late takes, makeups. **DON'T** do minimal amount of work.

DO read all of the rules regarding online assessments. **DON'T** expect exam resets when you don't follow rules.

DO plan ahead and manage around your personal conflicts. **DON'T** expect special allowances for your situation. I have a large number of students and it is impossible to give each student an individual performance calendar.

DO communicate via email or discussion board (online conference hours). **DON'T** expect to meet face to face for instruction – (these hours are scheduled for face to face students). Emergency situations excluded.

DO your own work on assessments. **DON'T** ask others for help and don't offer others help on assessments. **DON'T** work together on assessments. I will know!!!

DO contact support on technical or blackboard issues. **DON'T** expect me to know how to "fix" these issues.

DO use college email system to communicate and use proper netiquette. **DON'T** use your personal email system nor expect me to understand shorthand. Also, properly identify yourself and your class in communications.

DO communicate in a polite and respectful manner to all involved (students, instructors, staff, administrators). **DON'T** expect to receive replies to disrespectful communications.

DO be aware of the grading processes and drop date. **DO** know how to earn your goal.

DON'T attempt to negotiate that "needed" grade. **DON'T** ask me to change your grade unless you suspect an error was made. **DON'T** ask for an "I" or "W" grade just because you stopped attending. If you feel a calculation error was made, feel free to inquire.

If I missed anything, I'm sure you will see it in the course documentation. For non-course related questions and policies, see the district website or your student handbook.

First Day module outlines etiquette requirements and requirements for learning interaction. Can also be included in the course orientation and/or syllabus.

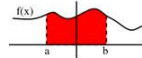
Content Page: Content Module Page

UNIT MODULES



FIRST DAY MODULE

FIRST DAY MODULE is important introductory material. **FIRST DAY MODULE** does not contain material pertaining to the course learning outcomes. **FIRST DAY MODULE** contains resources for course policies and introductions. Start with **FIRST DAY MODULE** by selecting the **FIRST DAY MODULE** link above. Once completed move onto **Module 0**. (Course Review Materials).

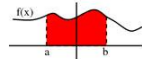


MODULE 0 (Course Review Materials)

Module 0B is important pre-course material and resources. There is a recorded assignment in **Module 0B**. This module also contains resources to help the learner review the pre-course material. Exam 1 will prior to enrolling in this course. (about 15% / 4-6 questions). Select the **Module 0B** link above to continue. Upon completion of this module, you will be

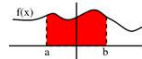
Descriptions for each module are provided for student preview. Notice module descriptions and images are consistent in format

rior to enrolling in this course. module on Exam 1 (about 15% /



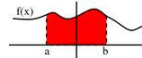
MODULE 1 (EXAM 1 Material)

Follow the instructions in sequential order of each module. Each module should be completed prior to taking the Online Chapter Exam for that module. Chapter Exam and Exam Schedule are found in the **Exams** tab. Upon completion of the module exam, move on to the next module.



MODULE 2 (EXAM 2 Material)

Follow the instructions in sequential order of each module. Each module should be completed prior to taking the Online Chapter Exam for that module. Chapter Exam and Exam Schedule are found in the **Exams** tab. Upon completion of the module exam, move on to the next module.



FINAL MODULE (Final Exam Information and Materials)

This module contains all material and information related to your final exam. You need not check this module until late in the semester as you prepare to take the required final exam. Although, you will want to check the Final Exam schedule that will be posted here early in the term; so you can mark your calendar. It takes 2-4 weeks for me to post the final exam schedule due to the logistics of scheduling a proctored final exam. This gives you 2-3 months to make the arrangements dependent on which term you are enrolled (Summer 10 wk or Fall/Spring 16 wk).

Example: Module 1

The screenshot displays a course management interface. On the left is a 'Table of Contents' sidebar with a scrollable list of items, including '1. Module 1 Objectives: Graphs, Limits, Continuity'. The main content area has a grey header with the title 'Module 1 Objectives: Graphs, Limits, Continuity - Sections 1.1-1.6'. Below the header, a yellow highlighted text block contains a QM standard: '[QM STANDARD 2.2 The module/unit learning objectives or competencies describe outcomes that are measurable and consistent with the course-level objectives or competencies.]'. Underneath this, a bulleted list of objectives is provided. A blue arrow-shaped callout box points to the objectives list with the text 'Objectives are listed at the beginning of module'. The interface also shows 'Page 1 of 52' in the top right and bottom right corners.

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Module 1 Objectives: Graphs, Limits, Continuity - Sections 1.1-1.6

Page 1 of 52

[QM STANDARD 2.2 The module/unit learning objectives or competencies describe outcomes that are measurable and consistent with the course-level objectives or competencies.]

- Students will exhibit college algebra skills as they relate to functions (*see module 0*)
- Students will demonstrate a knowledge of functions and properties of functions.
- Students will graph linear functions, quadratic functions and other common functions.
- Students will be able to define the domain and range of a given function.
- Students will be able to evaluate difference quotients for a given function.
- Students will be able to evaluate limits
- Students will identify intervals of continuity of functions.

Objectives are listed at the beginning of module

Module Navigation

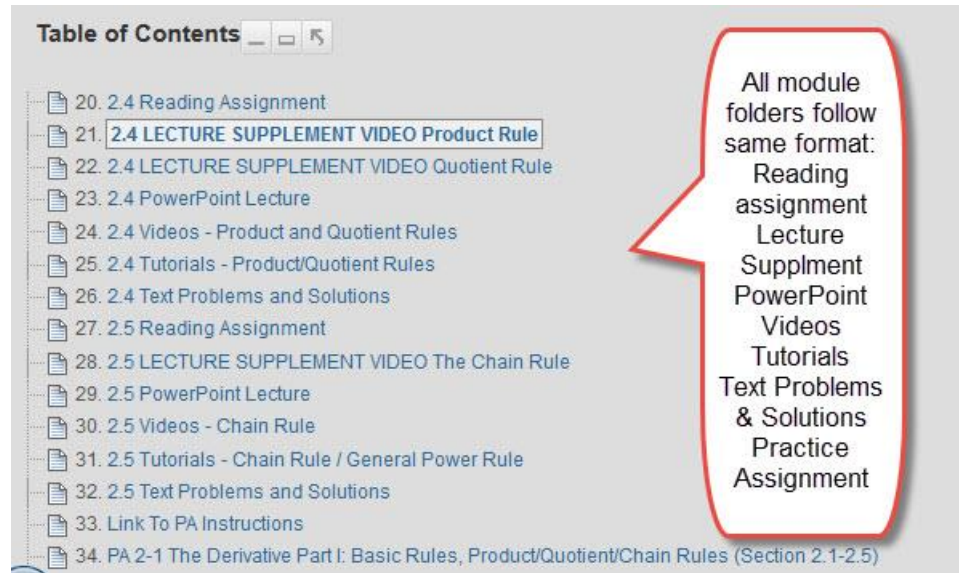


Table of Contents [minimize] [maximize] [close]

- 20. 2.4 Reading Assignment
- 21. 2.4 LECTURE SUPPLEMENT VIDEO Product Rule
- 22. 2.4 LECTURE SUPPLEMENT VIDEO Quotient Rule
- 23. 2.4 PowerPoint Lecture
- 24. 2.4 Videos - Product and Quotient Rules
- 25. 2.4 Tutorials - Product/Quotient Rules
- 26. 2.4 Text Problems and Solutions
- 27. 2.5 Reading Assignment
- 28. 2.5 LECTURE SUPPLEMENT VIDEO The Chain Rule
- 29. 2.5 PowerPoint Lecture
- 30. 2.5 Videos - Chain Rule
- 31. 2.5 Tutorials - Chain Rule / General Power Rule
- 32. 2.5 Text Problems and Solutions
- 33. Link To PA Instructions
- 34. PA 2-1 The Derivative Part I: Basic Rules, Product/Quotient/Chain Rules (Section 2.1-2.5)

All module folders follow same format:
Reading assignment
Lecture Supplement
PowerPoint
Videos
Tutorials
Text Problems & Solutions
Practice
Assignment

Media

Table of Contents

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1.1 LECTURE SUPPLEMENT VIDEO - Cartesian Coordinates

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1. Module 1 Objectives: Graphs, Limits, Continuity - Se

2. Link To Discussions Forums

3. 1.1 Reading Assignment

4. 1.1 LECTURE SUPPLEMENT VIDEO - Cartesian Co

5. 1.1 PowerPoint Lecture

6. 1.1 Videos - Rectangular Coordinate System

7. 1.1 Tutorials - Rectangular Coordinate System

8. 1.1 Text Problems and Solutions

9. 1.2 Reading Assignment

10. 1.2 LECTURE SUPPLEMENT VIDEO - Graphs

11. 1.2 PowerPoint Lecture

12. 1.2 Videos - Graphing

13. 1.2 Tutorials - Graphing

14. 1.2 Text Problems and Solutions

15. 1.3 Reading Assignment

16. 1.3 LECTURE SUPPLEMENT VIDEO - Lines and s

17. 1.3 PowerPoint Lecture

18. 1.3 Videos - Lines

19. 1.3 Tutorials - Lines/Slope

Cartesian coordinates, Pythagorean Theorem, Distance and Midpoint Formulas

Note: I missed a sign in one of the midpoint examples. You will probably catch it. $(3 + -7) / 2 = -2$, not 2.

Watch Media

Module content includes embedded videos for student's to view. Videos are a combination of external and instructor made resources.

Assessments

Begin: PA 0-R Precourse Review Online Assignment

Cancel **Begin**

1. Instructions

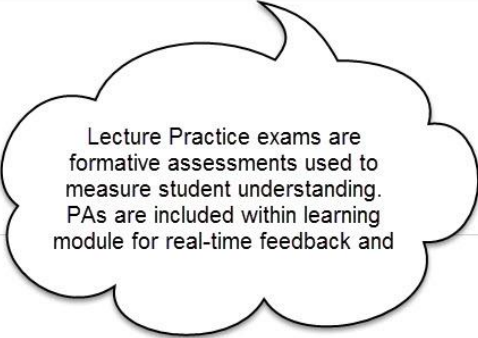
Description	PA 0 Precourse Review
Force Completion	This test can be saved and resumed later.
Multiple Attempts	This test allows multiple attempts.

Click **Begin** to start: PA 0-R Precourse Review Online Assignment. Click **Cancel** to go back.

2. Submit

Click **Begin** to start. Click **Cancel** to quit.

Cancel **Begin**



Lecture Practice exams are formative assessments used to measure student understanding. PAs are included within learning module for real-time feedback and