



All about POET Level One Training: Learning Environment Fundamentals

What is this training?

A four week online class to help teachers and staff learn the basic skills needed to build online course supplements and offer training using D2L Brightspace. The course will familiarize participants with the basic features and capabilities of D2L Brightspace and prepare for POET 2 training.

Who is this training for?

This training is for anyone (faculty, staff, administrators) who want to learn the basics of D2L Brightspace or review the use of tools. D2L Brightspace can be used for many things, including sharing information among divisions, creating orientations for programs, supplementing on-ground classes for more active in-class learning, and teaching hybrid or fully online classes.

Who is teaching the class?

The training is facilitated by LSC's Instructional Technologist and Trainer and by at least one experienced online faculty member. The facilitator of the course will check into the course each active class day, and we will also be available to meet with you weekly in small work groups or one on one as needed. The course is designed as a moderated self-learning experience with the Instructional Technologist and an experienced online peer mentor. You will learn by text, images, videos, brief hands on activities, and ten question quizzes at the end of each learning module.

For this session, the Faculty Mentor is: TBA

What do I have to do?

The course will include videos, readings, a weekly quiz, and some assignments to practice using D2L tools. There are also some discussion forms for asking questions or getting some conversations started with your peers. Optional on-ground sessions will be offered to get some hands-on practice and real-time help. The class should take 5-8 hours a week to complete. **There is a lot of information available to view in this class, but you don't need to read/view everything!**

How do we practice using D2L tools?

As part of this training, a demo course will be created for each of you. You will use this demo course shell while working through this four-week course. This demo course will be used for your weekly assigned activities and also, any testing or practices you may want to do outside of your teaching courses.. Anything you build in your demo course can be copied over to your actual course.

Q. Where is this demo course located? **A.** Listed under No Semester,

Sandbox

No Semester (ISRS)	▼
Sandbox	▼

Q. What is the name of the course? **A.** Demo - YourLastName

Q. How long will I have access to this demo course? **A.** We keep demo courses active for faculty to create, test skills and features, and build material. This allows you to tests Brightspace online teaching software while keeping your actual courses safe.

Q. How do I get help? **A.** Go to Communication and Discussion to post questions to the class. **A.** Email Val Lundberg @ v.lundberg@lsc.edu or your Faculty Peer Mentor.

What will I get from this class?

Besides being more comfortable with D2L Brightspace and more confident in using tools for making your life easier, you will get a POET Level 1 completion badge and will be able to participate in a celebration! You will also be able to go on to POET Level 2 in the fall to learn more about online teaching and learning. You need to complete **at least 85%** of the class assignments in order to get the badge!

Course Outcomes

By the end of this class, participants will:

- Understand the basic functions of the most used tools in D2L Brightspace
- Practice using news, content, discussions, quizzes, gradebook, dropbox and other tools for student contact and assessment
- Debate uses for D2L Brightspace in and out of the classroom
- Access resources for additional training on D2L Brightspace