DIGITAL DIGEST

August 2019

How'd We Do?

We hope you are enjoying this issue of our newsletter, *Digital Digest*. Please **take our survey** to let us know what you think.

Streamlined D2L Grading

Have you ever wanted a list of ungraded student submissions from all your courses combined? It's here and it's called Quick Eval! This long-requested tool makes it easy to just focus on grading. Access Quick Eval on the main D2L homepage by clicking on the Faculty Tools menu on the navbar and selecting Quick Eval. By clicking on the column header, you can sort submissions by student, activity name, course, or submission date. Use the filter options to show only the items you want to see. If you can't find the submission you are looking for, try using the search box. To start grading, simply click on the student's name, and you'll be taken to the evaluation screen for that submission.
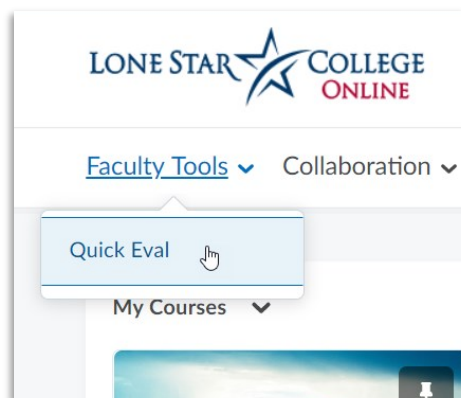
The types of work displayed are assignments, discussions, and quizzes that are not set to be graded automatically. All work must be associated to a gradebook item. Work that is not displayed includes group discussions and assignments, quizzes that have been set to be graded immediately, and items from an inactive/ended course.

For more information on Quick Eval, please visit VTAC.

Qwickly Attendance

There's a new tool in D2L that makes taking and tracking attendance a snap: Qwickly Attendance. You can access Qwickly in your course by clicking Course Activities on the navbar and choosing Qwickly Attendance.

You can take attendance manually using an attendance list on screen or allow students to check in on their own device, complete with a PIN and countdown timer. Custom attendance statuses can be created,

Video Newsletter

The Online Update
Fall 2019

Want to see some of these topics in action? Then watch *The Online Update*, our video newsletter. Topics include Quick Eval, Qwickly Attendance, and more.

Need D2L support? Visit the Virtual Teaching Assistance Center.

Start-of-Semester Reminders

Welcome to the Fall 2019 Semester at Lone Star College! Below are some helpful links to help you prepare your course.

Faculty Assistance	Virtual Teaching Assistance Center (VTAC)
Prep Your Course	Semester Start Checklist (Video Series)
Get In-Person Support	Meet Your LSC-Online Representative
Student Assistance	Virtual Learning Assistance Center (VLAC)

Communication Breakdown!

Too often, on student evaluations, "communication" is listed as the weakest link in an online course. Even in a face-to-face class, lack of communication often generates the most problems, whether in the message delivery or the reception. Everyone benefits from efforts to improve communication.

Minimum communication requirements should be clearly stated in the syllabus including:

- Instructions for communication with instructor.
- Reasonable expectations for responses from the instructor.

To improve communication, many instructors use a Course Questions discussion topic. The instructor asks that all questions about course expectations and content should be posted in the Course Questions discussion and that email should only be used if questions are of a personal or private nature.

The benefits include:

- Every student can see questions and answers, reducing duplication of effort.

- Students may answer each other's questions, so many times the instructor just needs to reply with "Thanks!"

- Often there are only a few emails from students all semester.

Instituting this policy has diminished the email load for these instructors and allowed them more time to devote to giving quality feedback on assignments.

Save the Date: Lunch-n-Learn

D2L is providing a "Lunch-n-Learn" event for Lone Star College and nearby institutions. This is your opportunity to connect with peers and D2L staff, exchange product feedback, share effective practices, and network with other learning professionals.

D2L
DESIRE2LEARN

When:	**Tuesday, October 8, 2019**
	9:45 am - 2:15 pm
Where:	**LSC-University Park, Building 11, West Dining**
Cost:	**FREE—lunch will be provided**

Topics include improving accessibility, making video captions and transcripts easier, and using the upcoming Awards Tool. For more information, please visit the event registration page.

Quality Matters

QUALITY MATTERS
QM

What's the deal with Quality Matters? For those who don't know, Quality Matters (QM) is a nonprofit organization dedicated to quality assurance in online and hybrid courses. Lone Star College subscribes to Quality Matters, which gives us access to various QM resources and workshops, one of which is called "Applying the Quality Matters Rubric" (APPQMR). You may have seen this workshop advertised in emails from Organizational Development or your campus Professional Development staff. It introduces participants to Quality Matters, the QM Rubric, and applying the rubric to an online course.

Since we renewed our subscription during the 2017-2018 academic year, over 165 Lone Star College employees have completed the APPQMR workshop with 80 employees completing the workshop this past year.

Interested in attending the APPQMR workshop? Sessions are scheduled throughout the semester, so be sure to be on the lookout for emails from Organizational Development or your campus Professional Development staff or check out the Upcoming Events page in VTAC!

Third-Party Integrations

We saved you a step! The following third-party (publisher) integrations are now available in all D2L courses:

Cengage	McGraw-Hill Connect Launch	Norton
Macmillan	McGraw-Hill SIMNet Launch	Pearson

Previously, faculty who used these integrations had to contact VTAC and request the integration for their courses. Now, with the above publishers available to all faculty, a request to VTAC is no longer required. All other third-party integrations will still need to be requested through VTAC. For information about how to add a specific publisher to your course, please search the publisher in VTAC.

Faculty Handbook

LSC-Online has developed a handbook for online faculty. The handbook contains resources and information compiled from the Virtual Teaching Assistance Center (VTAC) in one document. Both current and new online instructors can refer to this handy reference throughout the year! The handbook can be downloaded from VTAC.

Qwickly Attendance - cont.

(Continued from page 1)

in addition to the defaults of Present, Tardy, and Excused. Plus, with Qwickly, you can associate attendance with the gradebook and send out automated absence emails to students.

The attendance record screen allows you to modify attendance records, add private comments, and delete session dates. Meanwhile, students are able to view their personal attendance record in each course. At the end of the semester, Qwickly makes it easy to export your attendance data so you can include it in course checkout.

For more instructions on how to use the new Qwickly Attendance tool, please visit the Qwickly section in VTAC.

Need D2L support? Visit the Virtual Teaching Assistance Center.