Learn Ultra Course Conversion
Onsite Training

Duration
This workshop is delivered onsite in 2 consecutive days.

Workshop Description
This workshop is designed for course developers, support staff and instructors who are experienced Blackboard Learn users and are moving to Blackboard Ultra. During this hands-on workshop, we will cover numerous course building, assessment and communication tools available in Blackboard Ultra. Over the course of two days, each participant will convert an Original course to Ultra. Through the conversion process, participants will gain a deeper understanding of effective course design for mobile users and have an opportunity to update and improve their existing courses.

Who Should Attend
This workshop is intended for instructors, course builders, and support staff who will be creating, using, or managing courses using Blackboard Learn Ultra courses.

Delivery Modality
Onsite Delivery: Onsite delivery takes place during consecutive days.
Remote Delivery: Not recommended for this workshop.

Modules & Sample Topics

**Course Functionality Overview**
By the end of the module, participants should be able to:

- Recognize the differences between Original and Ultra courses.
- Examine features unique or common to Original and Ultra courses.
- List the benefits of Ultra courses.

**Sample Module Topics**

- Discuss general benefits of Ultra from an instructor/student perspective.
- Compare and contrast Original vs Ultra course features and functionality.
- Demonstrate the steps for creating an Ultra course.
Course Analysis

By the end of the module, participants should be able to:

- Identify courses for conversion.
- Understand value of course preparation for conversion.

Sample Module Topics

- Prepare an Original Course to be converted to Ultra course
  - Reorganize
  - Convert Blogs and Journals to Discussions
  - Assignments
  - Discussions
  - Repurpose Wiki activities
  - Update Tests, Pools, Surveys
- Item to Document Conversions
- Ultra Preview Prompt (Convert Wizard)
  - Review Conversion Analysis
- Perform Quality Assurance Check

Ultra Course Content

By the end of the module, participants should be able to:

- Recognize and demonstrate the range of tools that can be used to create dynamic learning content within a course.
- Identify best practices to organize and add course content.

Sample Module Topics

- Course Organization
- Course Content Items
  - Document Creation and Editing
  - Add Rich Media
  - Folders
  - Links
  - Files
  - Teaching Tools with LTI Connection
- Course Tools
- Course Files: Upload, Organize, and Overwrite

Designing Ultra Discussions

By the end of the module, participants should be able to:

- Identify and discuss the advantages of using discussions within online courses.
- Discuss effective question design and netiquette guidelines.
Sample Module Topics

- Discussions and Conversations
- Filter for Grading and Engagement
- Create, Manage, and Monitor, and Grade
- Discussion Settings
- Group Discussions
- Activity Stream New Discussion Posts and Replies

Assignments, Assessments & Rubrics

By the end of the module, participants should be able to:

- Review the stages of the assessment cycle.
- Distinguish between formative and summative assessment methods and relate these to good practice in course design.
- Identify use cases for rubrics in grading and activity design.

Sample Module Topics

- Create, Manage, and Grade Assignments
  - Inline Grading
  - Individual and Group Assignments
  - Assignment Conversations
- Create and Link Rubrics
- Create Tests
  - Question Types: Auto Graded and Instructor Graded
  - Deploy Tests
  - Grade Tests
  - Conversations
  - Due Date Exceptions
- Student Activity Report
- Student Assessment Time Limit Exception
- SafeAssignments and SafeAssign Reports

Mastering the Ultra Gradebook

By the end of the module, participants should be able to:

- Configure course grading to make it easier for students to understand their performance.
- Identify and manipulate Gradebook features to enhance the ability to monitor learner performance.
- Customize course grading to increase instructor efficiency.
Sample Module Topics

- Item List and Student Grid Views
- Overall Grade Setup
- Add Columns
  - Calculations
  - Items
- Post Grades and Feedback Comments
- Grading Schema
- Grade from Activity
- Assign, Edit, and Post Grades from Submission List Page or Gradebook
- Global Grades Area

Monitoring Student Performance

By the end of the module, participants should be able to:

- Compare and identify the tools available to enable the monitoring of learner performance that permits timely intervention and retention.
- Relate learner performance to a range of reporting options.

Sample Module Topics

- Student Activity Reports
- Goal Alignment
- Monitor Grades
- Activity Stream Performance Alerts
- Message Students on Performance
- Monitor Activity Conversations
- Record Attendance