BLACKBOARD LEARN SEMINAR (BLS)
Qualify to teach an online or hybrid course at Triton College by completing the Teaching Online Seminar and the following series of seven workshops designed to teach faculty how to use Blackboard Learn to create and teach online and hybrid courses. Sign up either for the entire seminar or select individual topics for professional development. Complete descriptions for each topic appear below. Specific log-in instructions will arrive by Triton College email shortly before each workshop’s start date. After the start date, participants can log into their chosen workshop from any computer. Pre-registration is required.

BL: Teaching Online Seminar (3 weeks)
This seminar is conducted over a three-week period entirely online in Blackboard Learn. This online seminar is an overview of online learning and teaching. Through readings, discussions, and activities, the participants will learn about technology trends in education, characteristics of the successful online facilitator, best practices for the virtual classroom, characteristics of the successful online student, and their role in the virtual classroom. This seminar is required to qualify to teach online or hybrid courses for the college. Pre-registration is required.
Online: Saturday, May 16–Sunday, June 7

BLS Topic 1: Getting Started
This session is an introduction to the Blackboard Learn environment. Topics include navigating in Blackboard Learn, adding and organizing content, communication tools, netiquette, and uploading a complete syllabus. This session is required to qualify to teach online or hybrid courses for the college. Pre-registration is required. (360 minutes)
Online: Tuesday, June 9–Monday, June 15

BLS Topic 2: Presenting Content
In this session, we will discuss key elements of good course design, planning the course, creating web-friendly content, building and using learning modules and folders, rubrics, and using adaptive release. This session is required to qualify to teach online or hybrid courses for the college. Pre-registration is required. (360 minutes)
Online: Tuesday, June 23–Monday, June 29

BLS Topic 3: Discussions, Blogs, Journals and Wikis
In this session, we will cover creating effective online discussions and the various tools Blackboard Learn offers to manage them. This session is required to qualify to teach online or hybrid courses for the college. Pre-registration is required. (360 minutes)
Online: Tuesday, June 30–Tuesday, July 7

BLS Topic 4: Assessments
In this session, we will cover the pedagogical and practical methods of designing assessments, as well as Blackboard Learn’s tools to create, manage, and analyze assessments and internal surveys. This session is required to qualify to teach online or hybrid courses for the college. Pre-registration is required. (360 minutes)
Online: Tuesday, July 7–Sunday, July 12

BLS Topic 5: Assignments and Plagiarism
In this session, we will cover Blackboard Learn’s assignment tool and antiplagiarism software (Safe Assign), as well as low- and high-tech tools to recognize and document plagiarism. This session is required to qualify to teach online or hybrid courses for the college. Pre-registration is required. (360 minutes)
Online: Monday, July 13–Sunday, July 19

BLS Topic 6: Grading Center and Reports
In this session, we will cover Blackboard Learn’s internal Grade Center, working with grades, and how to apply effective rubrics that make grading faster, easier, and more consistent. In addition, we will discuss how course reports, the early warning system, and the performance dashboard and the retention center can be used to monitor student progress. This session is required to qualify to teach online or hybrid courses for the college. Pre-registration is required. (360 minutes)
Online: Monday, July 20–Sunday, July 26

BLS Topic 7: Working with Groups
While group work is never easy, it should not be avoided in the online environment. In this session, we will cover Blackboard Learn’s group manager. Although this session is not required to qualify to teach online for the college, it is still recommended. Pre-registration is required. (360 minutes)
Online: Monday, July 27–Monday, Aug. 3, 9 a.m.