



香港中文大學·資訊科技服務處
Information Technology Services Centre, CUHK

Case sharing - Useful tips on how to use features of the new CU eLearning System to better support your teaching at the University

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Agenda

- Case Sharing from Teachers
- Useful Tips from Supporting Staff
- Getting Help
- Q&A





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1. Case Sharing from teachers





Dr LEE, Kit Ying Rebecca

“ The new CU eLearning System is more intuitive and simpler to use, and I have made use of more system features in my teaching...

The online assessment encourages students to do more tests in order to access more questions. Most students have attempted more than 10 times, and some even have attempted around 40 times!

”

Scan the QR code with your mobile devices
or click to watch video



<http://www.cuhk.edu.hk/eLearning/support/expo2012sharing1.html>



“ The course template contains teaching materials, URLs and Mashup (e.g. YouTube). After implementing the template to different courses, all teachers and students can share the same set of content simply by accessing their own courses... Only teachers can view all journal entries and give comments, and this makes students express their ideas freely, frankly, and fluently. Sometimes the entries could have more positive effects than expected!

”



Ms LEE, Kwok Yee Miranda

Scan the QR code with your mobile devices
or click to watch video



<http://www.cuhk.edu.hk/eLearning/support/expo2012sharing2.html>



“ Students are able to view Wiki pages created by other groups, so there would be comparison and competition among groups to help students improve their own group work.

The Participation Summary shows me how often students have been accessing and how they contributed to the overall Wiki content. It saves my time and helps me grade their work more fairly.

”

Scan the QR code with your mobile devices
or click to watch video



<http://www.cuhk.edu.hk/eLearning/support/expo2012sharing3.html>

Quick Summary

- Assignment and Assessment
- Template for huge number of classes
- Learning Objects (SCORM)
- Journal
- Wiki



Quick Summary

- Benefits:
 - Student Participation
 - Help students to improve
 - Time Saving
 - Tracking





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2. Useful Tips from Supporting Staff

FAQs for teachers!



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Grade Center

Scenario 1

- Students has handed in their homework
- Teachers has used the **Track Changes** function in MS Word to revise the assignment
- Teachers would like to return the revised documents and give comments to students





Grade Center : Tutorial group 1 ▾

In the **Screen Reader mode**, the table is static and grades may be entered on the Grade Details page accessed by selecting the table cell for the grade. In the interactive mode of the Grade Center, grades can be typed directly in the cells. Use the arrow keys or the tab key to navigate through the Grade Center and the Enter key to submit a grade. [More Help](#)

[Create Column](#)[Create Calculated Column ▾](#)[Manage ▾](#)[Reports ▾](#)[Filter](#)[Work Offline ▾](#)[Move To Top](#) [Email ▾](#)Sort Columns By: [Layout Position ▾](#) Order: [▲ Ascending ▾](#)

Grade Information Bar

Last Saved: December 4, 2012 4:08 PM

<input type="checkbox"/>	Last Name ▾	First Name ▾	group assignm ▾	Mid-term test ▾	new assignm ▾
<input type="checkbox"/>	student01	student01	80.00	70.00	--
<input type="checkbox"/>	student02	student02	80.00		
<input type="checkbox"/>	student03	student03	80.00		
<input type="checkbox"/>	student04	student04	80.00		
<input type="checkbox"/>	student05	student05	80.00		

Selected Rows: 0

[Move To Top](#) [Email ▾](#)

- > View Grade Details
- > Exempt Grade
- > Group Attempt Tutorial group 1 10/10/12
- > Group Attempt Tutorial group 1 11/26/12 80.00

[Icon Legend](#)

[Edit Rows Displayed](#)

Assignment Information

1. Submission History

Attempt #1 (You are reviewing this attempt)

2. Review Current Attempt

Submission

Attached Files

[homework.docx](#)

Comments

3. Grade Current Attempt

★ Grade

out of 10

Feedback to User

Text Editor is: **ON**

Rich text editor toolbar with options for font (Normal, Arial), size (3), bold (B), italic (I), underline (U), text color (abe), background color (x₂ x²), bulleted list, numbered list, indent, outdent, link, unlink, source code, and undo/redo.

Nice work! Keep it up. Please see my attached doc.

Path: [body](#)

Attach File

Attached files

File Name

Link Title

comment.docx

Scenario 2

- Students have participated in an online test
- Teachers would like to know how students perform in the test (e.g. Mean, Number of attempts, Time used, etc.)





Grade Center : Tests ⌵

In the **Screen Reader mode**, the table is static and grades may be entered on the Grade Details page accessed by selecting the table cell for the grade. In the interactive mode of the Grade Center, grades can be typed directly in the cells. Use the arrow keys or the tab key to navigate through the Grade Center and the Enter key to submit a grade. [More Help](#)

[Create Column](#)[Create Calculated Column ⌵](#)[Manage ⌵](#)[Reports ⌵](#)[Filter](#)[Work Offline ⌵](#)[Move To Top](#) [Email ⌵](#)Sort Columns By: [Layout Position ⌵](#) Order: [▲Ascending ⌵](#)

Grade Information Bar

Last Saved: November 20, 2012 11:07 AM

<input type="checkbox"/>	Username ⌵	University ID ⌵	Last Name ⌵	First Name ⌵	test	test_picsize ⌵
<input type="checkbox"/>	student01		student01	student01	7.00	
<input type="checkbox"/>	student02		student02	student02	6.00	
<input type="checkbox"/>	student03		student03	student03	8.00	
<input type="checkbox"/>	student04		student04	student04	9.00	
<input type="checkbox"/>	student05		student05	student05	3.00	
<input type="checkbox"/>	student06		student06	student06	4.00	
<input type="checkbox"/>	student07		student07	student07	5.00	
<input type="checkbox"/>	student08		student08	student08	7.00	
<input type="checkbox"/>	student09		student09	student09	9.00	
<input type="checkbox"/>	student10		student10	student10	8.00	

Selected Rows: 0

[Move To Top](#) [Email ⌵](#)

- > Quick Column Information
- > Grade Attempts
- > Grade Anonymously
- > Attempts Statistics
- > Download Results
- > View All Attempts
- > Grade Questions
- > Edit Column Information
- > Column Statistics
- > Set as External Grade
- > Show/Hide to Users
- > Clear Attempts for All Users
- > Sort Ascending
- > Sort Descending
- > Hide Column
- > Delete Column

[Legend](#)[isplayed](#)

Report Types


Attempt Statistics	Average score (whole test and each question), Questions, Correct Answer, Percentage Answered of each option
Download results	Download test results in Excel format
View All Attempts	Grade gained by each student, Attempt Number of each students, Date completed, Time used for the test
Column Statistics	Grade Distribution, Median, S.D.

Scenario 3

- Students are divided into groups
- They have presented their work in class
- Teachers would like to give grades and comments to students by groups in Grade Center

Smart Views & Create Column

- Control Panel
 - Content Collection
 - Course Tools
 - Evaluation
 - Grade Center
 - Needs Grading
 - Full Grade Center
 - Assignments
 - student01-11
 - Tests
 - Tutorial group 1**
 - Tutorial group 2
 - Tutorial group 3
 - Users and Groups
 - Customization
 - Packages and Utilities
 - Help

 **Grade Center : Tutorial group 2** ▼

In the [Screen Reader mode](#), the table is static and grades may be entered on the Grade Details page accessed by selecting the table cell for the grade. In the interactive mode of the Grade Center, grades can be typed directly in the cells. Use the arrow keys or the tab key to navigate through the Grade Center and the Enter key to submit a grade. [More Help](#)

Create Column Create Calculated Column ▼ Manage ▼ Reports ▼ Filter Work Offline ▼

Move To Top Email ▼

Grade Information Bar

<input type="checkbox"/>	Last Name	First Name	Sample Test	
<input type="checkbox"/>	student06	student06	--	
<input type="checkbox"/>	student07	student07	--	
<input type="checkbox"/>	student08	student08	35.00	
<input type="checkbox"/>	student09	student09	10.00	
<input type="checkbox"/>	student10	student10	--	
<input type="checkbox"/>	student11	student11	10.00	

Selected Rows: 0

Move To Top Email ▼

Icon Legend

Edit Rows Displayed

- > Grading Periods
- > Grading Schemas
- > Grading Color Codes
- > Categories
- > Smart Views**
- > Column Organization
- > Row Visibility
- > Send Email
- > WileyPLUS Grade Refresh
- > McGraw-Hill Connect Reports
- > McGraw-Hill Connect To Do List



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3. Getting Help

Getting Help

1. Online Resources
2. Training
3. eLearning Blog
4. eLearning Assistant Services



Online Resources

(<http://elearn.cuhk.edu.hk>)

The screenshot displays the CU@Learning System interface. At the top, there are navigation tabs for Home, Courses, and Community. Below these, there are sub-tabs for Home and Notifications Dashboard. The main content area is divided into several sections:

- Choose a Language Pack:** Available languages include English (United States), 中文 (中国), and 繁體中文 (台灣).
- Tools:** Includes Announcements and Calendar.
- Login Here:** Features a login form with fields for Username and Password, a Login button, and links for Change Text Size and High Contrast Setting. It also displays the CADS logo and reference number (126).
- My Courses:** A message indicating the user is not currently enrolled in any courses.
- My Organizations:** A message indicating the user is not currently participating in any organizations.
- Student Resources:** A sidebar containing a "Top Question" about finding courses, a "More" section with links to experience courses, guides, and helpdesk, and a "Top Questions" section with links to instructor/TA/student content, non-CUSIS students, and MS Word issues.
- Instructor Resources:** A sidebar containing a "What's New" section with links to system updates, workshop schedules, and teaching activities, a "Getting Help" section with links to smart guides, migration checklists, and helpdesk, and a "Recommended Practices" section with links to tests and mobile-friendly courses.

Training

- Number of participants up till now:
More than 1000!
- Regular Training
- Customized / Departmental Training



Training

- http://www.cuhk.edu.hk/eLearning/c_systems/elearn/training.html
- Topics:
 - Blackboard Learn: Mastering the Basics
 - Blackboard Learn: Advanced



eLearning Blog

(<http://elearning.itsc.cuhk.edu.hk/blog/>)

Teaching and Learning In: x eLearning@CUHK x eLearning blog x

eLearning BLOG

ANNOUNCEMENTS CU ELEARNING SYSTEM

ANNOUNCEMENTS

CU eLearning Blog

April 16, 2012 – 11:07 am

Welcome to the eLearning blog at CUHK!

This blog provides you with continuous updates on eLearning systems and services, tutorials and FAQs that can enhance your online teaching and learning experiences at the University. You may bookmark the link, or subscribe the feed for future content.

eLearning Support Team

Permalink | Comment (0)

CU ELEARNING SYSTEM FOR TEACHERS QUICK TIPS

How do I allow students to re-submit assignment?

October 24, 2012 – 5:29 pm

If a student has submitted the maximum number of attempts for an assignment but you want to give them another opportunity to resubmit the assignment, you will need to **clear the previous attempt** or **allow additional attempt** in order for the students to resubmit their work.

Go to **Full Grade Center**, select the **Action Menu** next to the student attempt then select **View Grade Details**,

1. **Allow Additional Attempt** – keep student's previous attempt and allow student to submit additional attempt for an assignment
2. **Clear Attempt** - clear student's previous attempt and allow the student to re-submit an assignment

Grade Details

Jump to...

Search

CU@Learning System LOGIN

Submit Problem/Request

ITSC HelpDesk Contact Us

Recent Posts

- How do I allow students to re-submit assignment?
- Free video converters – Tools you can use to convert your videos into MP4 format
- Tips for putting video onto your Course Site
- How to add Video to your Course Site?
- How to exempt grades?

Categories

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- CU eLearning System (51)
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- For Students (22)
- For Teachers (37)
- Quick Tips (14)
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- User Guides (3)

Tags

announcement assessment assignment availability banner content course list course size design discussion email enrollment errors feedback



eLearning Assistant Services

- Face to Face Consultation





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Thank you for joining us.

Contact us:

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