



Black Hills State University

Instructional Design

Develop a Course in D2L

(One way to build a course in D2L)

Step 2. Add Course Materials

- Complete the Course Grading Criteria and the Course Schedule
 - To be consistent and reduce confusion, make sure that the assessments & grading criteria in the Course Syllabus align with the items in the Course Schedule
 - Use the Grading Criteria & Course Schedule to start building the structure of the course in D2L
1. Build the Course Structure / Skeleton
 2. **Add Course materials**
 3. Settings / Options
 4. Activate

Step 2. Add Course Materials

Note: To be consistent and to make sure that the assessments, grading criteria and the course schedule aligns with the course content in D2L, follow the Course Schedule to add course content

I. Add Assessments Details

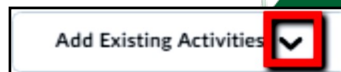
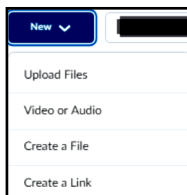
- Questions for Quizzes, Exams, & Discussion with instructions to complete
- Dropbox Assignment information with instructions to complete

II. Add Other Information - BHSU Course Info / Syllabus / Your Professor / News

The screenshot shows the D2L course interface. On the left, there is a sidebar with navigation tabs: 'BHSU Getting Started' (selected), 'Syllabus', 'Your Professor', 'Technical Requirements', and 'Student Orientation'. Below these are 'Updates' and a message: 'There are no current updates for Faculty Development Sandbox'. The main content area is titled 'BHSU Course Info' and contains a welcome message. A red arrow points to the 'BHSU Course Info' tab in the sidebar. Another red arrow points to the 'Syllabus' tab. A third red arrow points to the 'News' section, which has a 'Welcome' link. The 'Welcome' link is highlighted with a blue box. Below the 'Welcome' link, there is a message: 'Hello every one, Welcome to the Online Teaching course. Even though the course title that you are enrolled into is called 'Faculty Development Sandbox' it is the Online Teaching course that you are enrolled into. As this is a pilot course, we are keeping it that way for now. Thank you for understanding. Two Moderators - Dr. Pamela Cariveau and Dr. Prasanthi Pallapu - will facilitate and guide you through this course. Please go to 'Read Me First' under 'Getting Started' before you review other course material. Feel free to use the 'General Course Questions' discussions area to submit any course related questions. As this is a pilot, we

III. Add Content Items under the Content Tab

- **Upload / Create** - Use the dropdown menu for 'New' to add content using the 4 options under the 'Content' Tab
 - Upload Files
 - Video or Audio
 - Create a File
 - Create a Link
- **Add Existing Activities** to the Content - Use the dropdown menu to add the Discussions, Dropbox folders and Quizzes that were added in **Step 1: Build the Course Structure**





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Sample Module in D2L with

- Lecture materials like
 - PowerPoint Presentation / PDF document / Website link / Embedded Video
- Assessment Items like
 - Discussion Topics
 - Assignment

Week 3: Managing Time and Language

Print Settings

Add dates and restrictions... Published

During this week we will look at how to effectively manage time. Everyone is different and you need to find the process that works for you. Be sure you attend the Organization Fair on Sept. 11 and complete the Dropbox assignment. You will also take a quiz on planning and participate in a discussion on scheduling.

New Add Existing Activities Bulk Edit


Week 3: Time ManagementPowerPoint Presentation

Week 3: Decoding College JargonPDF document

Week 3: Study TipsLink

Week 3: Podcast - Value Of 'Deep Work' In An Age Of DistractionVideo

This could probably fall into a few different weeks, but I'm placing it in the week we discuss "study skills." This podcast episode from the behavioral science podcast *Hidden Brain* covers dealing with distraction in order to really concentrate on the "deep work" necessary to do knowledge work. Probably good foundation for a critical discussion about how we work versus how we should ideally work.



Week 3: How well do you plan?Discussion Topic

Week 3: College JargonDiscussion Topic

Week 3: Organization FairAssignment