



Teaching and Learning Services News

April Newsletter

Top Stories This Month



Looking Ahead to InspirED 2024: CU Teaching Innovation Symposium

The symposium is an exciting opportunity for instructors (Faculty and Contract Instructors), Graduate students, and staff to connect, collaborate, and be at the forefront of educational innovation.

The day will begin with a plenary by Carleton's own Kahente Horn-Miller (Interdisciplinary Studies) and a 2023 3M National Teaching Fellow. Following the plenary, explore topics like **Artificial Intelligence in education**, **New Media**, **Digital Storytelling**, and **unique experiential learning initiatives** (among many other topics) in concurrent sessions lead by our faculty, instructors TAs, and students.

The day will conclude with a shared plenary led by Ali Arya (Information Technology) and Véronic Bézaire (Biochemistry), both 2023 recipients of the 2023 OCUFA Teaching Distinction Awards.

Explore the complete event program on our [event page](#) for details.

[Register Now](#)



Celebrate Student Success at the 2024 SaPP & I-CUREUS Showcase

Join Teaching and Learning Services for the SaPP & I-CUREUS Showcase on April 4 to celebrate our students' accomplishments. Hear from some of this year's program participants and learn about the projects they've completed.

Carleton provides experiential learning opportunities through SaPP and I-CUREUS that help students develop essential academic and transferable skills. While SaPP partners students with an instructor on teaching innovation projects and course design, I-CUREUS allows undergraduate students to conduct faculty-supervised research.

People are welcome to drop by the Future Learning Lab (MacOdrum Library, fourth floor) between 11 a.m. - 3 p.m. and join us at 11:30 a.m. for opening remarks. Light refreshments will be available.



Contract Instructor Orientation

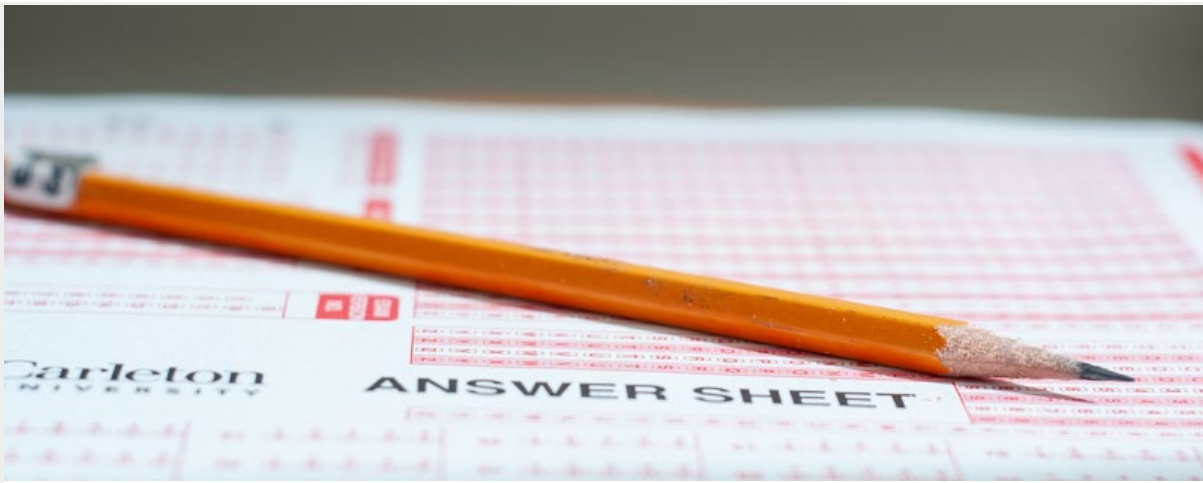
Are you a new contract instructor preparing to teach a course in the upcoming term? Or simply looking for a refresher? Don't miss Teaching and Learning Services' fully online Contract Instructor Orientation. Review materials and resources online before joining a live Zoom session on **Thursday, April 18** from 5:30 to 8:30 p.m. The virtual session will be a space for you to ask questions about the resources provided online, as well as any other teaching and learning related queries. [Learn more and register here.](#)



Announcing Carleton's 2024 Achievement Award Recipients

Please join us in congratulating the recipients of the annual Achievement Awards, which are presented in recognition of excellence in research and teaching.

Pursuing knowledge that can change the world is central to Carleton's core mission. Carleton researchers and instructors are passionate about their work and are dedicated to moving forward together on the important, complex issues of our time. We are incredibly proud of the accomplishments of this year's award recipients. [Read the full story here.](#)



Reminder: Scantron Services have relocated to Loeb D299 (Learning Spaces)

During the exam period (April 13-25), Learning Services will be open from 8:00 a.m. to 8:00 p.m. On April 11, 12, 26, and from April 29 to May 3, our hours will be 8:00 a.m. to 4:00 p.m.

Instructors using Scantron during the final exam period are asked to drop off their Scantrons sheets to the Learning Spaces at Loeb D299, immediately after concluding their exams. This will facilitate timely processing. Please note that Scantrons cannot be submitted through interoffice mail and will not be picked up at examinations sites by TLS.

To expedite the drop-off process, please ensure you have completed the Scantron [Scanning Request Form](#) accurately, including the correct count of the Scantrons you are submitting. This form cannot be submitted electronically; it must be printed and submitted along with the physical Scantrons. Also, please ensure the Scantrons are stacked face up with the timing tracks on the left-hand side and completed answer key(s) on top.



Equipment Loans for Instructors and TAs

Teaching and Learning Services (TLS) provides equipment loans to help instructors and their teaching assistants develop and teach online courses.

Types of equipment available for loan include tablets, document cameras and

microphones. If you are teaching this summer and would like to borrow equipment for yourself or your TA, [submit your request here](#).

If you borrowed equipment during the winter 2024 term and will not be teaching this summer, please email tls@carleton.ca so we can arrange a time for you to return it. Likewise, please let us know if you will be teaching this summer and wish to hold on to the equipment.



Final Grade Submission

The Winter 2024 term comes to an end on April 10, 2024, and the final examination period runs from April 13-25, 2024. This marks the beginning of the grade submission period. All final grade submissions are expected to be submitted within 10 calendar days of the final exam or take-home exam due date. Courses without an exam are due 10 calendar days after the last day of classes. For your reference, the due date for your course is displayed within E-Grades – in both the Final grades menu and in your final grade roster.

Please [see this message](#) from the Registrar's Office regarding grade submissions for the winter term. It includes important information on the grade submission process, deferred exam grade submissions and E-Grades support.



Wrapping Up the Winter Term and Unwrapping the Summer in Brightspace

As the term draws to a close, Teaching and Learning Services (TLS) has some [tips and resources](#) to help you wrap up your winter term courses in D2L Brightspace and launch your summer ones successfully.

If you need support, please complete a [course consultation request](#) to meet with support staff or submit your question to the [TLS Support Portal](#).

SPOTLIGHT ON FUSION:

Problem Solving



You encounter problem solving every day. When you evaluate and learn from your problem-solving experiences, you improve and strengthen your ability to adapt quickly and successfully to change. Help students build effective problem-solving skills that they can use in their academic and personal lives.

The [FUSION skill development program](#) helps students gain skills in seven key domains, essential to 21st-century success — adaptability, collaboration, communication, inclusivity, metacognition, problem solving and self-management. You can explore these ready-to-use modules by self-enrolling in the [FUSION Facilitator Portal in Brightspace](#).

If you are an instructor or university service provider interested in embedding any of the FUSION skills into your course, complete the [FUSION consultation form](#) or contact tls@carleton.ca.



Educational Technology News & Updates

Reminder: Poll Everywhere end of life:

- On May 01, 2024, [Poll Everywhere will reach end of life](#) at Carleton University and the enterprise license will no longer be available to Carleton users.
- [Wooclap will officially replace Poll Everywhere](#) as Carleton's enterprise student

response system beginning May 2024; however, Wooclap is available for use now. Instructors can use Wooclap to create polls, surveys, competitions and other activities for students to engage with using their laptop, phone, or other device.

- Carleton's Wooclap enterprise license is configured with Single Sign On (SSO), which allows you to securely sign in to your Wooclap account using your [MyCarleton1 credentials](#).
- Looking for training? [Register for the Student Engagement with Wooclap session](#) running April 16th from 9:30-11:00 AM.

New Feature Alert!

- There's an exciting new Brightspace feature that will give you more control and flexibility over your course enrolments. You can now unenrol users from your courses directly, without needing to contact TLS! This change is designed to streamline your course management and save you time. Please note that this new unenrollment feature only applies to users you have the permission to enrol. Users enrolled through Carleton's registration system, Banner, will still need to be managed by the Registrar's Office.
- **Did you know you can also enrol certain users yourself?** That's right! You can add Teaching Assistants, Librarians, and other non-registered users to your courses without any assistance. This autonomy allows you to manage your course participants quickly and efficiently.
- We hope you find this update as exciting as we do! If you have any questions or need assistance, please don't hesitate to reach out to us via the [TLS Support Portal](#).

Whether it's setting up your new course in Brightspace, migrating your polls from Poll Everywhere, exploring VR/AR in Brightspace, Teaching and Learning Services staff are ready to assist you! [Reach out to us for a consultation](#).

More News

- **Carleton University Teaching Awards Applications:** TLS is currently accepting applications for four awards: Provost's Fellowship in Teaching Award, the New Faculty Excellence in Teaching Award, the Excellence in Blended and Online Teaching Award, and the Excellence in Learning Support Award. The application deadline is April 30. [Get all the details on the awards and the nomination process here](#).

- **Carleton University Chair in Teaching Innovation Applications:** Awarded annually to an educator who demonstrates teaching excellence and innovation across their academic career, each chair appointment is for a three-year period. Applications are due by May 30. [Learn about the award and application process here.](#)
- **Embodied Learning:** Teaching and Learning Services now has a web resource about improving students' knowledge and skills through physical movement, sensory perception, and attention to the spatial environment. Visit [the "Embodied Learning" page](#) for tips and resources for instructors.
- **Submit Your Textbook Adoptions to the Carleton Bookstore:** The new term is fast approaching, which means it's the perfect time to [submit your textbook adoptions to the Carleton Bookstore!](#) The earlier you submit, the more likely it is the Bookstore has the textbooks your students need in stock in time for the new term.
- **eCarleton end of life reminder:**
 - On June 30, 2024, eCarleton will reach end of life at Carleton University. eCarleton is an externally-facing learning management system (LMS) based on the Moodle platform (much like cuLearn). Carleton University migrated from Moodle to Brightspace in May of 2021.
 - If you are an eCarleton user and would like support migrating your course content to Brightspace, TLS would be glad to assist you. To [book a consultation](#) or if you have any questions regarding this upcoming change, please open a support request via the [TLS Support Portal](#).

Upcoming Events and Workshops

- [2024 SaPP & I-CUREUS Showcase](#), April 4, 11 a.m. to 3 p.m.
- [Student Engagement with Wooclap](#), April 16, 9:30 a.m. - 11 a.m.
- [Hope Circuits: Rethinking Higher Education with Dr. Jessica Riddell](#), April 16, 1 p.m. - 2 p.m.
- [Bring Your Own Device \(BYOD\) Course Check-Up](#), April 18, 10 a.m. to noon
- [Contract Instructor Orientation – Summer 2024](#), April 18, 5:30 p.m. - 8:30 p.m.
- [InspirED 2024: CU Teaching Innovation Symposium](#), April 24, 9 a.m. - 4 p.m.
- [The Ottawa-Carleton 3rd Symposium on Science Education](#), April 30 8:30 a.m. - 4 p.m.
- [Community Engaged Pedagogy – Community of Practice](#), April 30, 2 p.m. to 3:30 p.m.

Missed an event? Watch recorded sessions on our [Mediaspace channel](#).

[View all events](#)

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Need help? [Request a one-on-one consultation.](#)



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