

INSTRUCTOR CHECK-INS: AUGUST

BRIGHTSPACE BASICS

BUILDING YOUR COURSE



- It's time to begin thinking about fall course planning. TLS can help you get started with 1-on-1 [consultations](#) and [workshops](#)
- Use our [Brightspace Course Setup Resources](#), the [Brightspace Mediaspace channel](#), or enroll in the [asynchronous course](#) to navigate features at your own pace
- Explore Brightspace's [assignments](#), [discussions](#), [groups](#) and [quiz](#) features
- Check the [TLS Events page](#) for upcoming sessions or the [TLS Mediaspace channel](#) for recordings of past events.

FINAL EXAMS

WHAT, WHEN, HOW?



- Do you have a [final exam](#)? What kind of assessment are you using?
- Are you familiar with best practices for designing [designing multiple-choice questions](#)?
- If using a [Brightspace quiz](#), have you reviewed the [quiz settings](#) (e.g., how questions are presented, navigation and review options)?
- Will there be review sessions/extra [office hours](#)?
- How/when will students complete the exam?
 - E.g., online [quiz](#) or [assignment](#), take-home [exam](#), [video submission](#), [cuPortfolio](#)

LEARNING MODALITY

COURSE DELIVERY OPTIONS



- This Fall, a mix of in-person and online [course delivery types](#) will provide flexibility for students
- In [HyFlex](#) courses, all [assessments](#) should take place online to ensure everyone can equally participate
- Be explicit in your [syllabus](#) about materials and technology required for students to fully participate in your course
- [Reach out to TLS](#) for help working through your individual challenges and questions

MENTAL HEALTH

SUPPORT IS AVAILABLE



- Can you recognize a student in distress? Do you know the difference between stress, distress, and an emergency situation?
- [This resource](#) may help - it provides guidance for recognizing, responding to, and referring students in distress (& on/off-campus supports)
- If you're concerned about a student, you can submit a [care report](#) for feedback or follow-up from the [Office of Student Affairs](#)
- Remember to mind [your own mental health](#) - reflect on your limits and set firm boundaries.