

# INSTRUCTOR CHECK-INS: JUNE

## BRIGHTSPACE BASICS

### GRADING AND QUIZZES



- Did you know you can [bulk edit](#) items in the [gradebook](#) (e.g., names, weights, show/hide)?
- No need to download assignments - you can [annotate](#) and [grade](#) student work in the LMS
- Use our [Quiz Question Migration Guide](#) resources and [Brightspace Support pages](#) to help you [create](#) and [manage](#) quizzes, use the [question library](#), edit [quiz settings](#), and more!
- Check the [TLS Events page](#) regularly for upcoming sessions or [book a consult](#) to chat about your course setup or wrap-up needs

## FEEDBACK

### REQUEST AND DELIVER



- How do you (or will you) get feedback from students (e.g., stop/start/continue)?
  - Consider using a [survey](#), [Poll Everywhere](#) or [Zoom polls](#) to get anonymous feedback on the content, pace, etc.
  - Check out this [resource for more ideas](#)
- If you have TAs, are they aware of the [TA support site](#)? Have you asked them for feedback? Have they [received feedback](#)?
- How are you providing feedback for students?
- How/when can students review their work?

## ASSESSMENT

### TYPE AND TIMING



- Have you considered [alternative assessments](#) for your course (e.g., take-home exams, [video presentations](#), interviews, creative or reflective assignments, [cuPortfolio](#))?
  - Have you considered including graded [discussion forum](#) activities in your course?
- Did you know you can add [Special Access](#) in quizzes at the Classlist level in Brightspace?
- Have you asked for feedback on your exams/assignments (e.g., design, clarity, structure, timing) from TAs, [SaPP student](#), colleagues, or [TLS staff](#)?

## FINAL EXAMS

### WHAT, WHEN, HOW?



- Do you have a final exam? How should students prepare? Are you familiar with best practices for designing [designing multiple-choice questions](#)?
- Do you have [fixed or range](#) assessments? How did you decide on timing/range?
- Will there be review sessions/extra [office hours](#)?
  - How might you [encourage more engagement](#) in office hours?
- How and when will students complete the exam?
  - E.g., online or take-home exam, [quiz](#), [assignment](#), student [video presentations](#), [cuPortfolio](#))?