

Course Orientation (in Pictures) & the List of Tasks You Do for Points in Getting Started

If there are other things that you need pictures about, just email me.

How to Login and Succeed at this Course - Also sent by email before the Course opens.	2
Caution: Please Do Not Come Into the Course This Way.....	3
What's on the Course Menu.....	4
What's on Lesson Modules? (Everything you need in one spot.).....	5
What's in a Unit? (All Units have the same things in the same order.)	6
How Do You Know What to Do Where and When?.....	7
What's All This Stuff about Self-Tests and Full-Tests: How Do They Look?	8
What's All This Stuff about Self-Tests and Full-Tests: How Do They Work to Help You?	9
If there are other things that you need pictures about, just email me.....	1
Tasks You Do During Getting Started	10

How to Login and Succeed at this Course - Also sent by email before the Course opens.

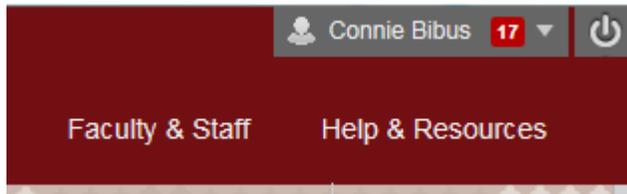
1. Go to <https://wcjc.blackboard.com>
2. You see a **Login Here** section on the left.
Before you login, notice the upper right section of the screen with the link **Help & Resources**. You will use that link to make sure your computer **and** browser work with this Blackboard.

FYI: I care about you all, but I am **not** a techy. WCJC's IT can help (at Help & Resources). My 1 tech tip is—if your browser is not working or displaying what I say is there—try a different browser for a day.
3. Follow the directions in the **Login Here** section for what you type in those 2 fields.
4. Login on the Blackboard log in screen.
5. On the left side of the new screen see the words **My Courses**.
6. Look for our course and click on it.
Tip: the naming conventions for Blackboard courses have changed so you may have trouble guessing our course.
 - If you are taking US History I, look for the letters WWW 18 in the name
 - If you are taking US History II, look for the letters WWW 28 in the name
7. What you see when you click on the course varies with when you log in.
 - If you log in in **during** Getting Started, Blackboard automatically displays Read Me First and the Getting Started Learning Module.
 - If you log in **after** Getting Started has ended, Blackboard displays the Home Page and a list of Announcements.
Tip: If you did not finish Getting Started work before the date in the List of Due Dates, email your instructor in Course Messages (Blackboard's email) for what to do.
8. When you are ready to start history work, click on Learning Modules on the Course Menu and then Unit 1.

Caution: Please Do Not Come Into the Course This Way

The Director of Distance Education at WCJC encourages students **never** to use what is called Blackboard's Global Navigation.

The students that I have seen **fail horribly** used this tool in the upper right area next to the log out button.



For example, two thought they were failing because they clicked on something they thought was My Grades. Other students seem to think that they can click and go. They skip the instructions so they frequently fail and sometimes do work they did not need to do.

Caution: Also Blackboard does **not** record that you are in the class so—as far as your instructor knows—you are not in the course.

What's on the Course Menu

Home Page

< When you come in the course, what you see 1st **after** Getting Started

Read Me First

<When you come in the course, what you see 1st **during Getting Started**

Contact Instructor

< Office hours, contact information – Ask! **I am glad to help you.**

Syllabus & Schedule

< Use as a reference that is searchable using Ctrl-F (Ctrl with the F key)

List of Due Dates

<The **only** way to know when to prepare and what's due and when

Course Materials

<**Two methods to locate Course Materials (work you do in the course):**

Learning Modules

- Learning Modules (Blackboard's name)—**Safer method**—Provides **everything** you need: from study guides, instructions, lessons, to primaries—including **all** of the Blackboard tools you use from assignments to quizzes to discussions to exams

Shortcuts to All Graded Work

- Shortcut to All Graded Work—Provides **only** Blackboard tools to submit work

Course Tools

<**Blackboard tools that we use in this course**

Discussions

<**Blackboard's tool** for **public** communication or **public** submission of writing by students. **Tip:** Do not click here. Use a discussion in its Learning Module.

Course Messages (Email)

< **Blackboard's tool** for **personal** communications, such as your prof sending you feedback on writing. **Tip:** This is the fastest way for you to reach me.

Announcements

< **Blackboard's tool** for **public** news. If something has long-term value to students, I will copy it to General Course Questions on the Learning Modules page.

My Grades

< **Blackboard's tool** for your **personal** view of your grades in the Gradebook. **Tip:** Make sure that the upper right at My Grades shows **Order by: Course order**

Help and Resources

<**Additional information**

Help with Blackboard

- Videos from Blackboard to help you with Blackboard's tools

College / History Resources

- College links, such as to Disability Services.

- History links, such as an introduction to the discipline of history, a searchable and sorted US Constitution, *Merriam-Webster Online Dictionary*, and to a map website

What's on Lesson Modules? (Everything you need in one spot.)

The Learning Modules page not only gives you access to whatever is listed in the List of Due Dates, but gives you *reminders* of what we will be available on the date in the List of Due Dates.

For example, this screen was made before the course opened. At 8:00 AM, that first item will be gone and you will see the **actual** Getting Started module.

Learning Modules

 The Getting Started module is available after 8:00 AM on the first official day of class.	< Everything you need for Getting Started
 Unit 1: From New World to New Empires will open on the date in the List of Due Dates	< Everything for Unit 1
 Evidence Quizzes & the 3-Part Writing will be visible on the date in List of Due Dates.	< Everything for Evidence and the 3-Part Writing
 Unit 2: From Making a Revolution to Making a Nation will be visible on the date in the List of Due Dates.	< Everything for Unit 2
 Unit 3: Transforming the Nation will be visible on the date in the List of Due Dates	< Everything for Unit 3
 Respondus Requirement to Take the Final Exam will be visible on the date in the List of Due Dates	< Everything to meet the Respondus requirement
 Final Exam: 16th Century to 1877 will be visible on the date in List of Due Dates	< Everything for the Final Exam

What's in a Unit? (All Units have the same things in the same order.)

All Units are organized in exactly the same way.

Unit 1: From New World to New Empires–16th Century to 1776 (JAN 24-FEB 9)	
 <u>Unit Overview and Checklist for Success for Unit 1</u>	< A reminder of what happens in the Unit
 <u>Study Guide for Unit 1</u>	< The Study Guide for the Unit (and guide to 17 of 25 exam questions)
 <u>Learning Quizzes for Unit 1 – Pre-Earn Points and Pre-Learn 30% of the Unit Exam</u>	< Learning Quizzes for the Unit (and source of 8 of 25 exam questions)
 <u>Lesson 1: Foundations (Where We Began) and Colonization</u>	< Usually 3 to 4 Lessons in each Unit to help you see the patterns of history not just for a good grade but as a life-time understanding
 <u>Lesson 2: Comparing the English Colonies: Examining Events in the 3 Sections</u>	
 <u>Lesson 3: Comparing the English Colonies: Examining Traits of the 3 Sections</u>	
 <u>Lesson 4: Examining Empire and the Colonies Through 1775</u>	
 <u>Unit 1 Learning Discussion</u>	< Learning Discussion for the Unit
 The Unit Exam will open on the dates and hours listed in the List of Due Dates <u>To prepare successfully, remember: 8 of the 25 questions come from the Unit's Learning Quizzes.</u> The remaining 17 are items on the Unit's Study Guide and are also covered in the Unit's Lessons. Questions ask you to prove you know something, not everything. (See the syllabus for more on this practical goal.) <u>All Unit Exams have the same format: Blackboard displays 1 question at a time. For each question, there are several possible questions so what students see varies. There is no backtracking. You have 30 minutes. You have only 1 attempt.</u>	< Reminder of where the exam will be and tips

How Do You Know What to Do Where and When?

[Home Page](#)

[Read Me First](#)

[Contact Instructor](#)

[Syllabus & Schedule](#)

[List of Due Dates](#)

[Course Materials](#)

[Learning Modules](#)

[Shortcuts to All Graded Work](#)

[Course Tools](#)

[Discussions](#)

[Course Messages \(Email\)](#)

[Announcements](#)

[My Grades](#)

[Help and Resources](#)

[Help with Blackboard](#)

[College / History Resources](#)

< For the date, use the List of Due Dates – If any date changes to a later, I will change this and make an announcement.

< For where to work, use the List of Due Dates. It tells you where the work is located.

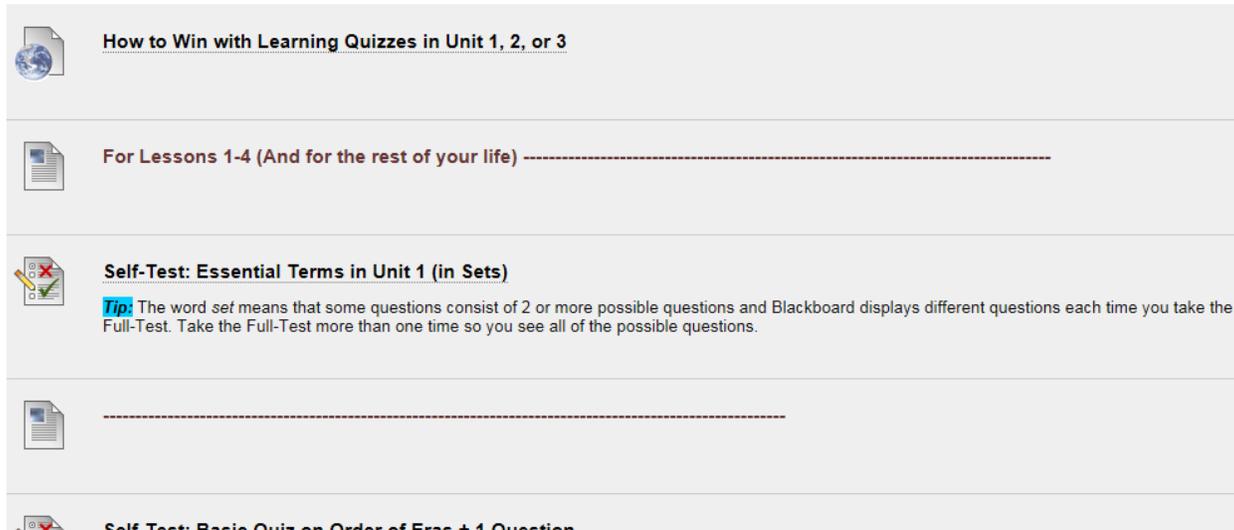
< A useless tool to figure out what you have to prepare. It only tells you when it is due.

What's All This Stuff about Self-Tests and Full-Tests: How Do They Look?

Notice Blackboard **Before** You Take the Self-Test on Essential Terms

Units begin with a quiz on common concepts in history that freshman students commonly do not know.

Learning Quizzes for Unit 1 – Pre-Earn Points and Pre-Learn 30% of the Unit Exam



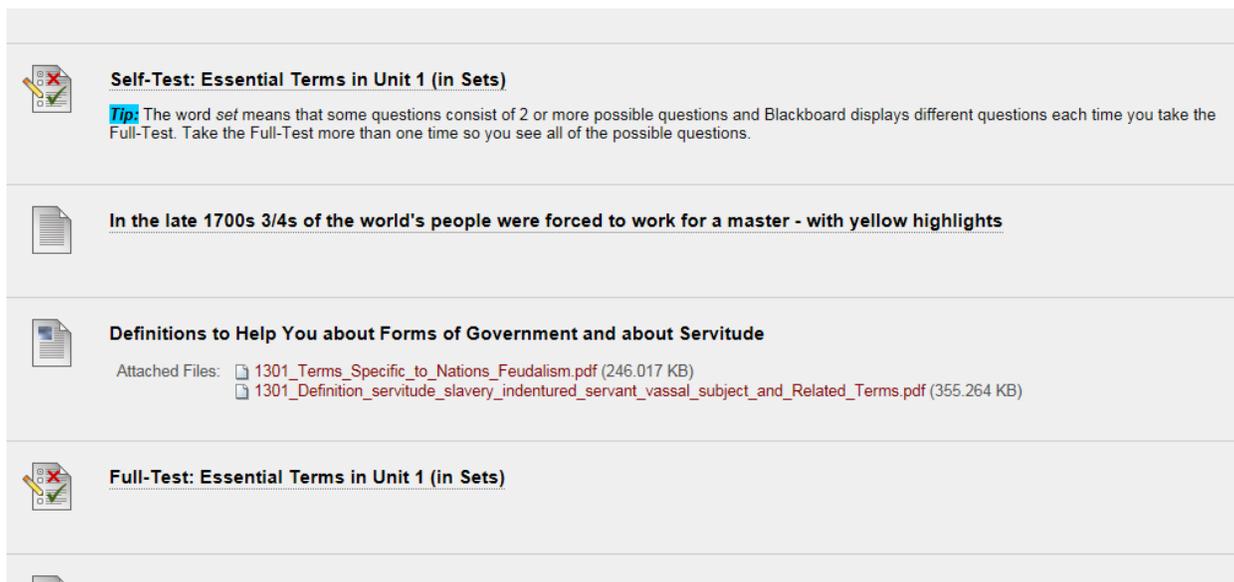
This screenshot shows a list of learning quizzes in Blackboard. The items are:

- How to Win with Learning Quizzes in Unit 1, 2, or 3** (with a globe icon)
- For Lessons 1-4 (And for the rest of your life)** (with a document icon and a dashed line below it)
- Self-Test: Essential Terms in Unit 1 (in Sets)** (with a pencil and checkmark icon). Below the title is a tip: **Tip:** The word *set* means that some questions consist of 2 or more possible questions and Blackboard displays different questions each time you take the Full-Test. Take the Full-Test more than one time so you see all of the possible questions.
- Self-Test: Basic Quiz on Order of Eras + 1 Question** (with a pencil and checkmark icon and a dashed line below it)

Notice Blackboard **After** You Take the Self-Test on Essential Terms

Notice the Self-Test is still there—and you cannot retake it, but you can still look at and you should. **Why?** You need to know what you know and what you have to learn.

Notice there is additional material to help you teach yourself and below that the Full-Test you can retake as many times as you want—with the highest score counting.



This screenshot shows the Blackboard interface after taking the self-test. The items are:

- Self-Test: Essential Terms in Unit 1 (in Sets)** (with a pencil and checkmark icon). Below the title is a tip: **Tip:** The word *set* means that some questions consist of 2 or more possible questions and Blackboard displays different questions each time you take the Full-Test. Take the Full-Test more than one time so you see all of the possible questions.
- In the late 1700s 3/4s of the world's people were forced to work for a master - with yellow highlights** (with a document icon)
- Definitions to Help You about Forms of Government and about Servitude** (with a document icon). Below the title are two attached files:
 - 1301_Terms_Specific_to_Nations_Feudalism.pdf (246.017 KB)
 - 1301_Definition_servitude_slavery_indentured_servant_vassal_subject_and_Related_Terms.pdf (355.264 KB)
- Full-Test: Essential Terms in Unit 1 (in Sets)** (with a pencil and checkmark icon)

What's All This Stuff about Self-Tests and Full-Tests: How Do They Work to Help You?

One of my favorite thinkers about learning says that what make the difference for learners is their **knowing what they know and do not know**. This course tries to make it possible for you to learn what you do not know without cost to you in your grade. Here's what the syllabus says about how they work to help you.

Method of Using Quizzes to Help Students with Varied Backgrounds:

Whether Learning Quizzes on concepts or map locations (200 points) or the Evidence Quizzes for history (40 points), quizzes always consist of:

- A self-test so you find out what you know and you do not know. The name is **self**-test because **you** are testing **yourself** so **you** know what **you** need to do.) The goal is positive so **no** points are lost. Self-Tests are extra credit and have questions that are only worth .01. (A .01 is so small that it is equivalent to a penny compared to a dollar.)
Tip: On the other hand, it is in your interest to answer Self-Tests accurately so measure your own brain accurately for 2 reasons.
 1. You want to know what you know and do not know to save time and to correct or complete what you do not know. **Caution:** With Evidence Quizzes, this is particularly important because, if you miss many questions, you must follow instructions carefully because writing about history is different from your prior experiences.
 2. If you already know the content in the Self-Test and prove that by being correct on over 80 percent of the questions on that Self-Test, you earn the points for its Full-Test **without** taking it.
Your instructor enters those points at the end of each Unit **after** the Learning Quizzes close.
- Once you submit the self-test, Blackboard **automatically** displays additional content (if needed) and a Full-Test so that you can earn full points while teaching yourself the vocabulary and map locations that you do not know. You may repeat as many times as you wish, and your **highest** score counts.

The Syllabus & Success Assignment provides a visual of how this helps students with varied backgrounds.

Tasks You Do During Getting Started

The list of tasks for Getting Started is the same one in the Course Plan that you complete during Getting Started.

Getting Started

	Assignment (These assignments are listed in Getting Started.)	Points
	Take Syllabus Acknowledgement Quiz. (Caution: You must do it to stay in the course.)	1
	Post your Introduction in the Discussion available from Getting Started.	4
	Complete Your Course Plan for Your Grade and submit it in its Blackboard Assignment.	15
	Complete the Syllabus & Success Assignment and submit it in its Blackboard Assignment.	15
	Reply with the required statement to the posts in the Discussion named Your Prof Worries about You	5
	Total for this Section of the Course	40