# How to Use Collaboration Tools in your Course

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Assistant Director
University IT & URMC Institute for Innovative Education

## Planning Committee & Presenter Declarations

There are **no relevant personal or financial relationships** with any commercial interests pertaining to this activity.

# Accreditation/Certification Statements

The University of Rochester School of Medicine and Dentistry is accredited by the Accreditation Council for Continuing Medical Education (ACCME) to provide continuing medical education for physicians.

The University of Rochester School of Medicine and Dentistry designates this live activity for a maximum of 1.0 *AMA PRA Category 1 Credits*™. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

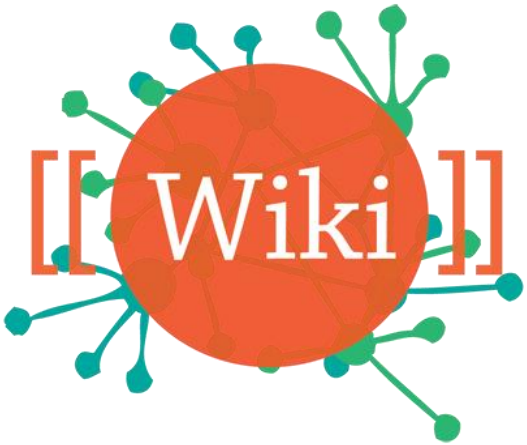
No commercial funding was received to support this activity.

ACCME Standards of Commercial Support of CME require that presentations be free of commercial bias and that any information regarding commercial products/services be based on scientific methods generally accepted by the medical community. When discussing therapeutic options, faculty are requested to use only generic names. If they use a trade name, then those of several companies should be used. If a presentation includes discussion of any unlabeled or investigational use of a commercial product, faculty are required to disclose this to the participants.

# Learning Objectives
# Participants will be able to…

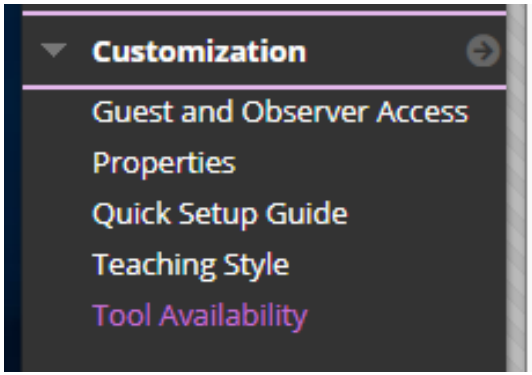
- Setup and use Blackboard Wiki
- Setup and use Google Docs or Box Notes
- Setup and use Padlet
- Setup and use Perusall

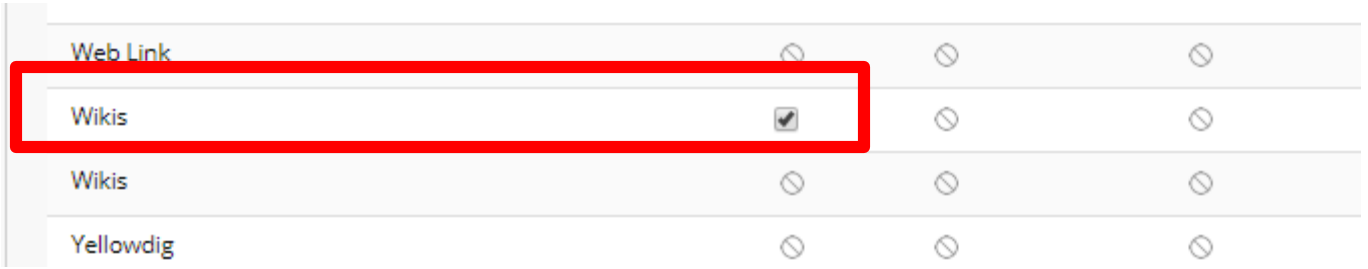
# Tools for Collaboration



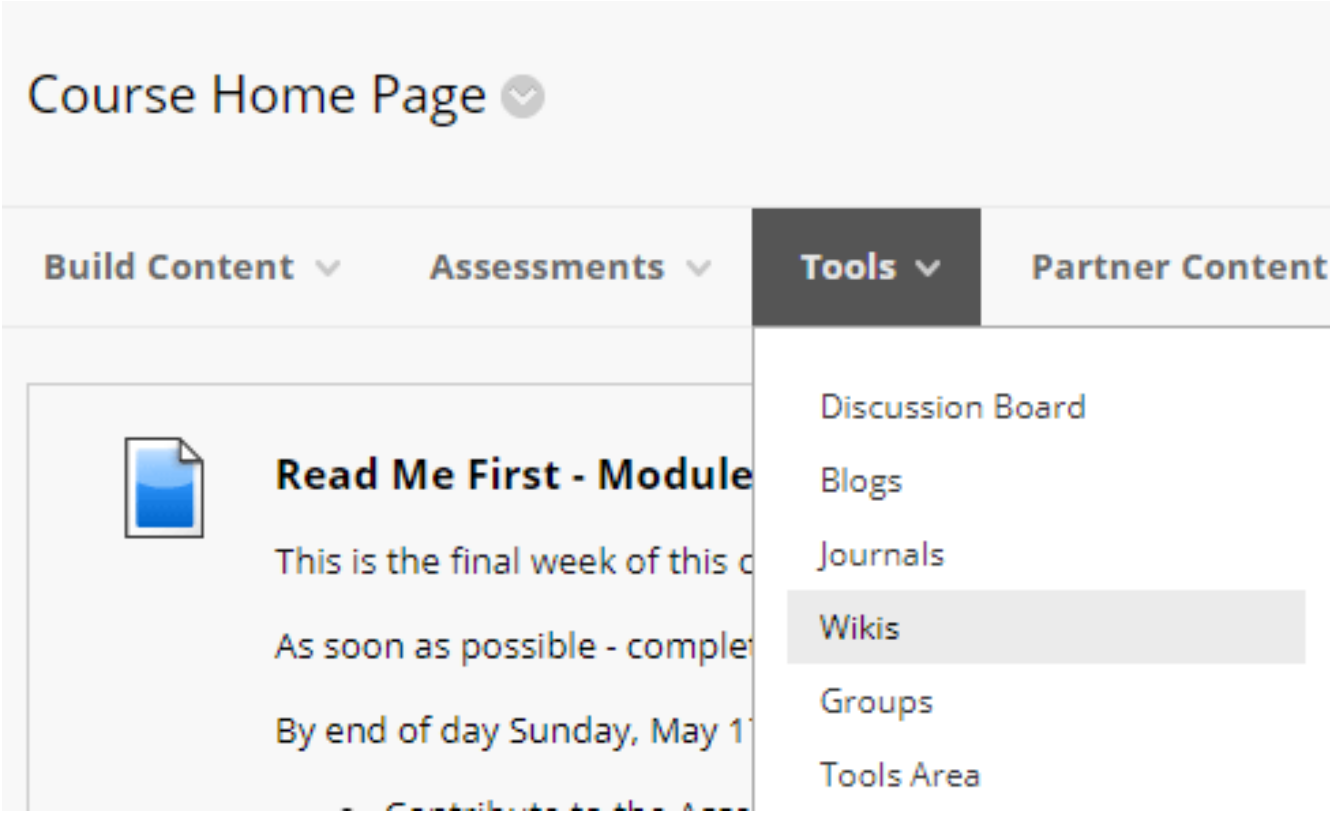
# BLACKBOARD WIKI

# Turn on Wiki

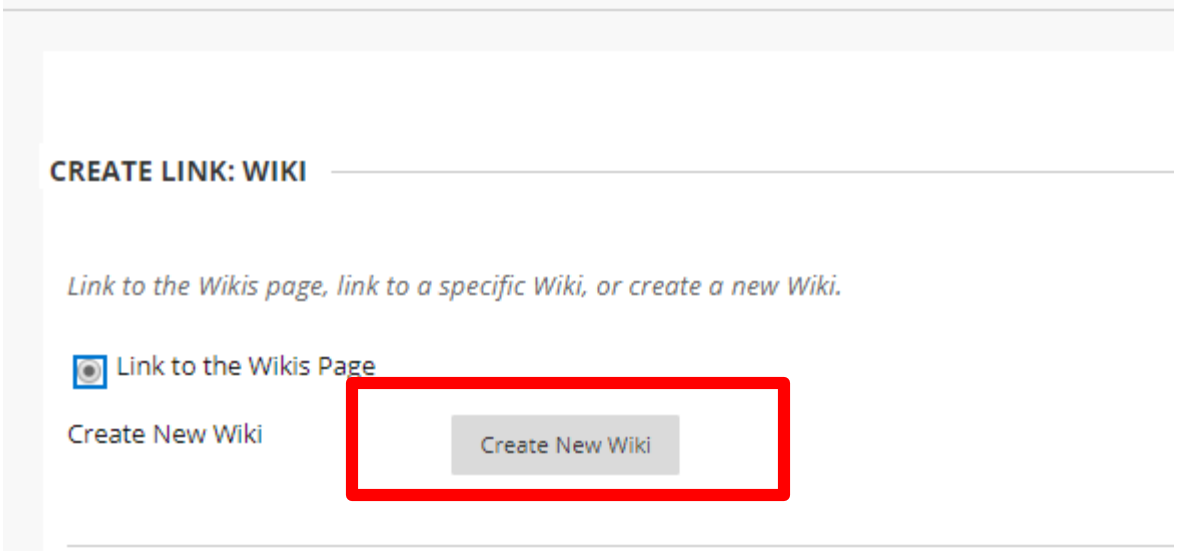

Customization
Guest and Observer Access
Properties
Quick Setup Guide
Teaching Style
Tool Availability


Web Link
Wikis
Wikis
Yellowdig

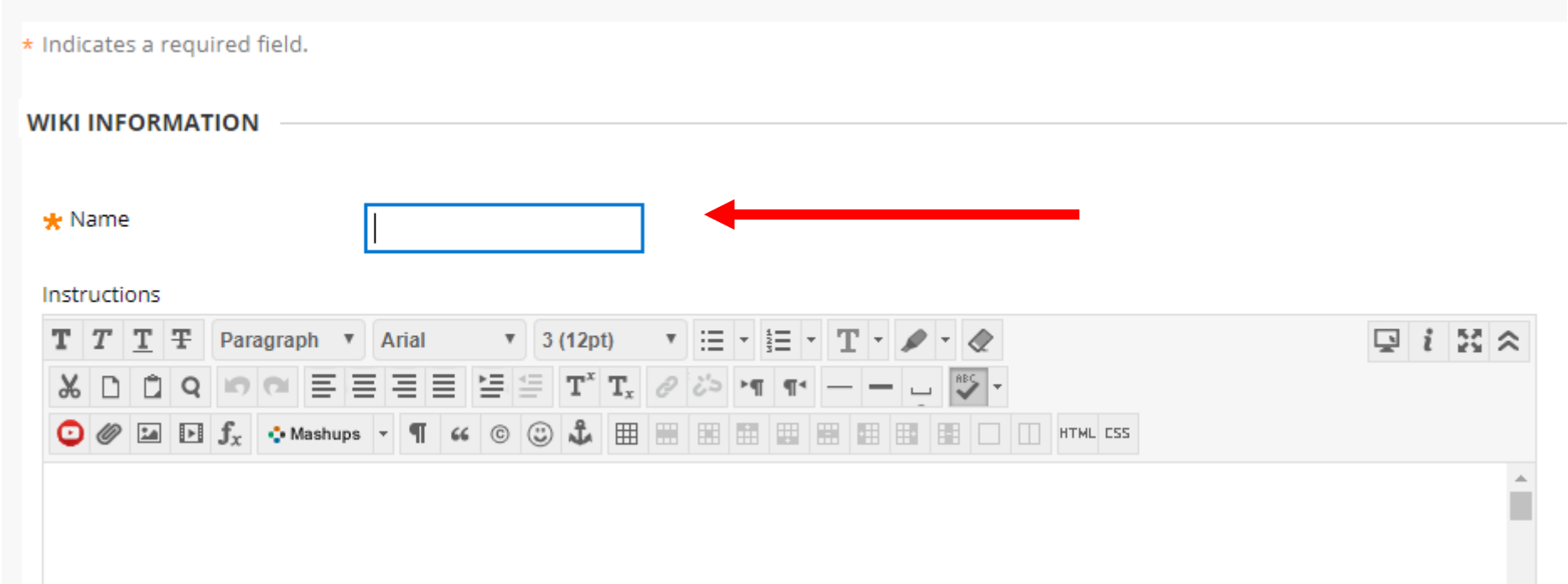
# Add a Wiki


Course Home Page
Build Content
Assessments
Tools
Partner Content
Discussion Board
Blogs
Journals
Wikis
Groups
Tools Area
Read Me First - Module
This is the final week of this c
As soon as possible - comple
By end of day Sunday, May 1

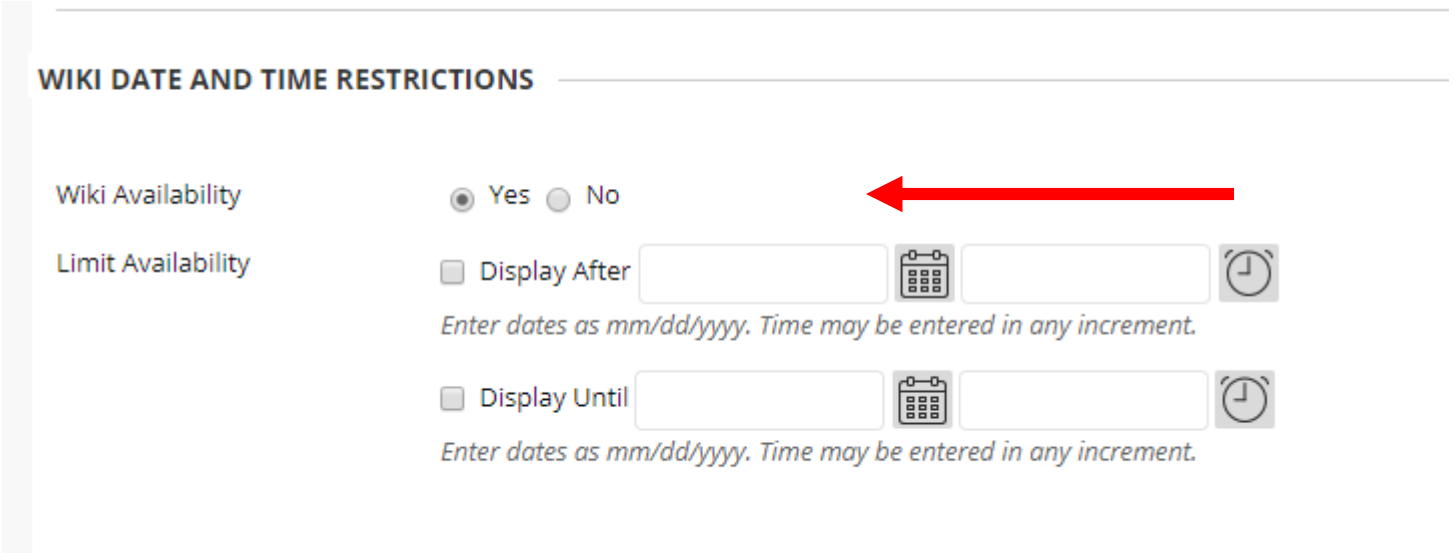
# Create a New Wiki



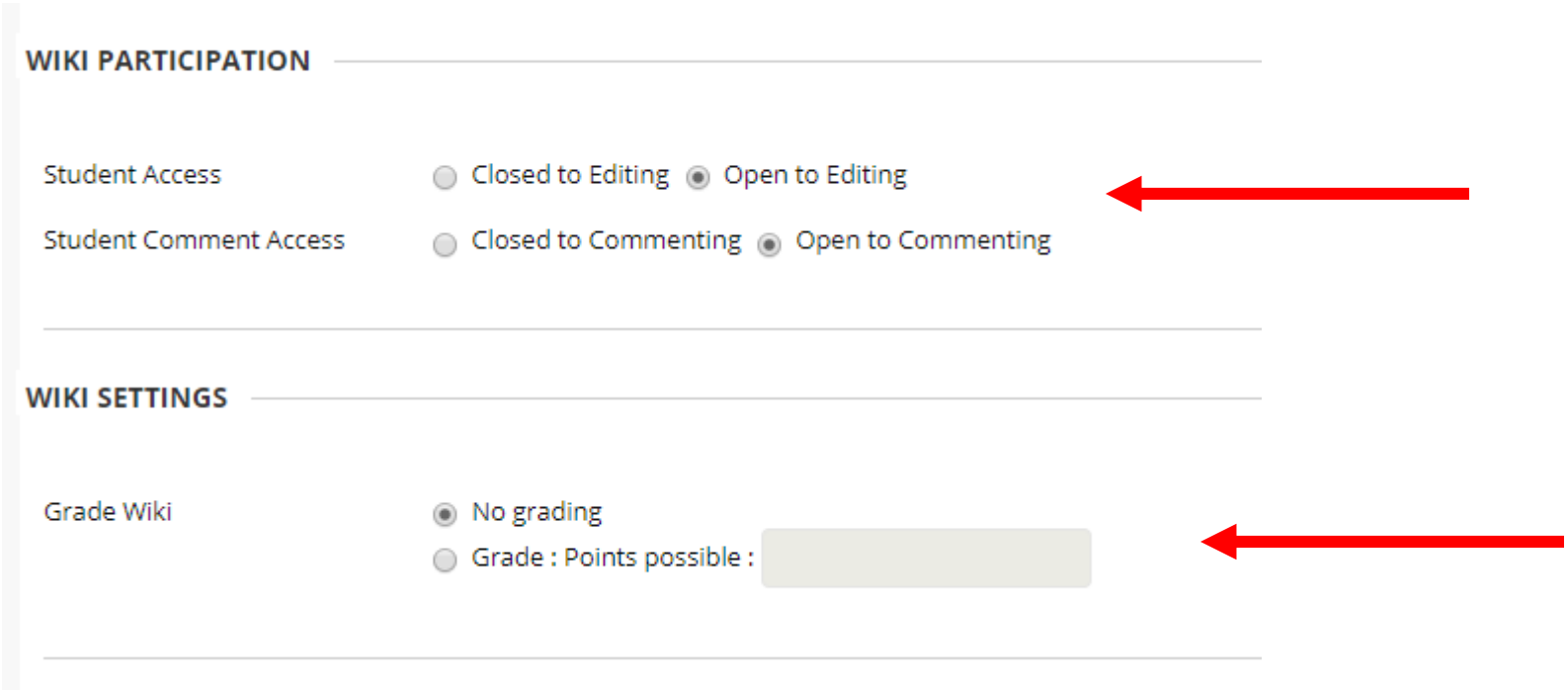
# Name and Description



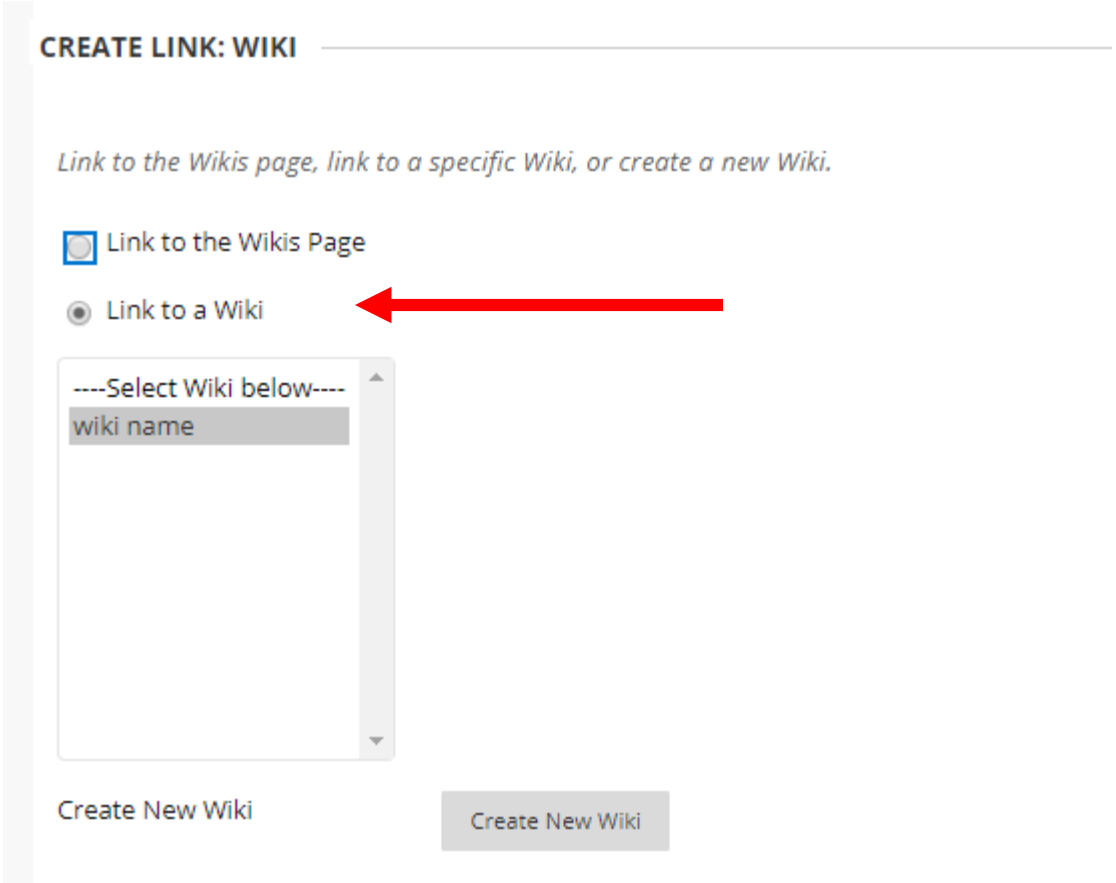
# General Availability



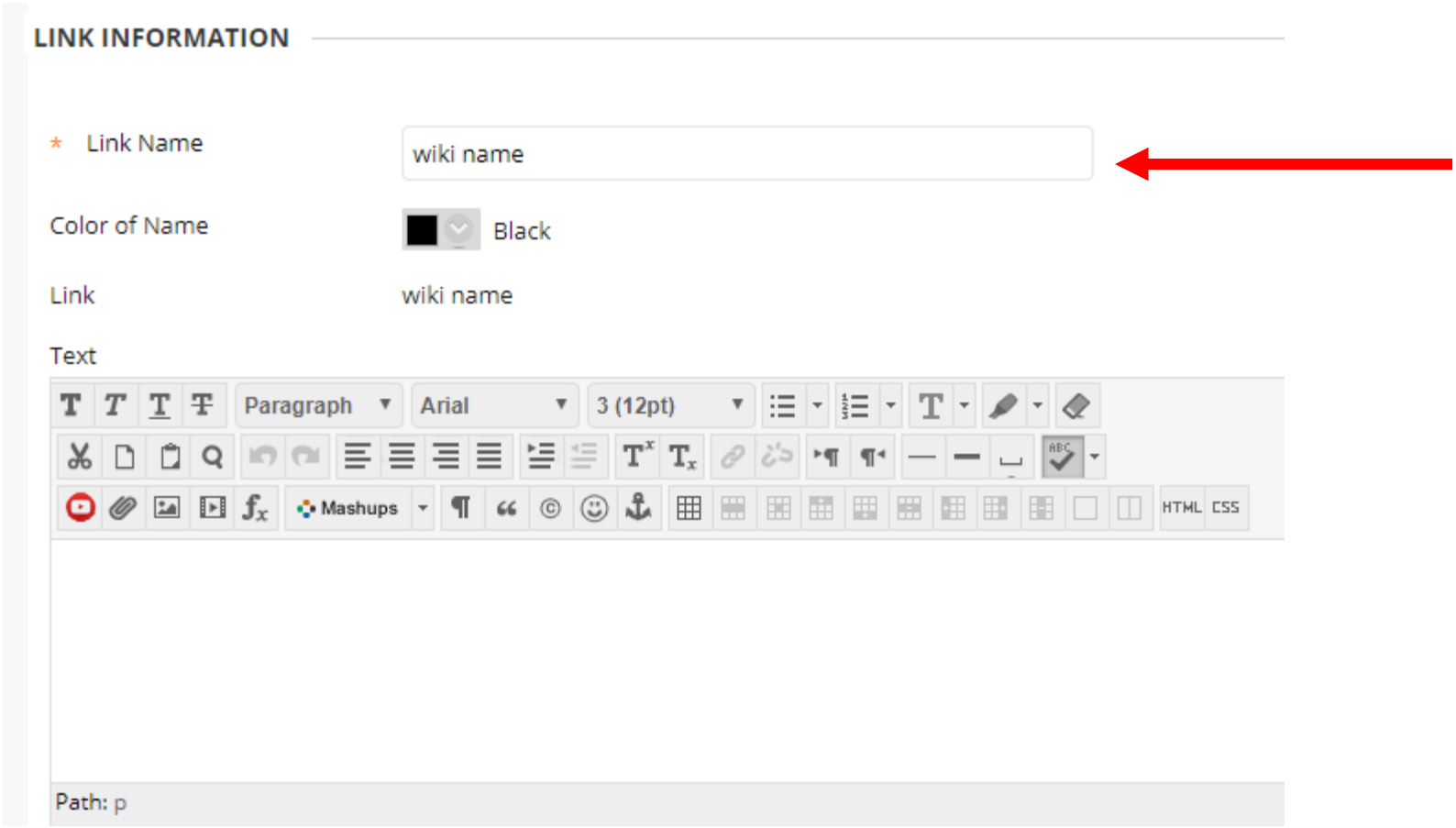
# Access / Grading



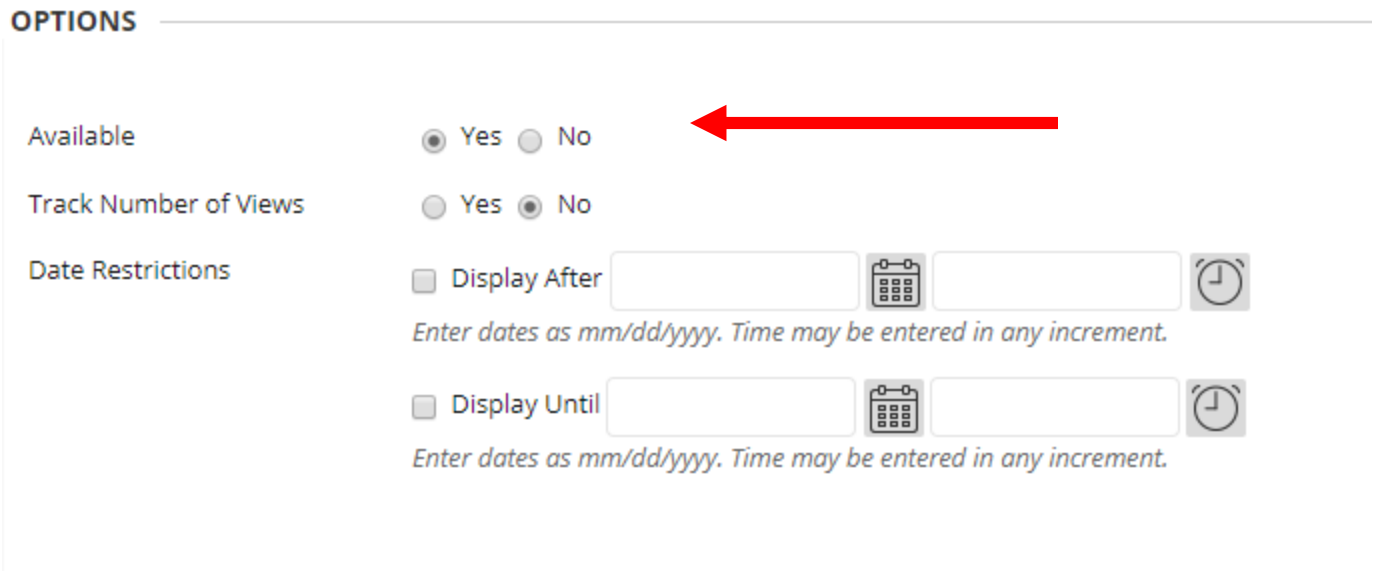
# Create the Link to Wiki



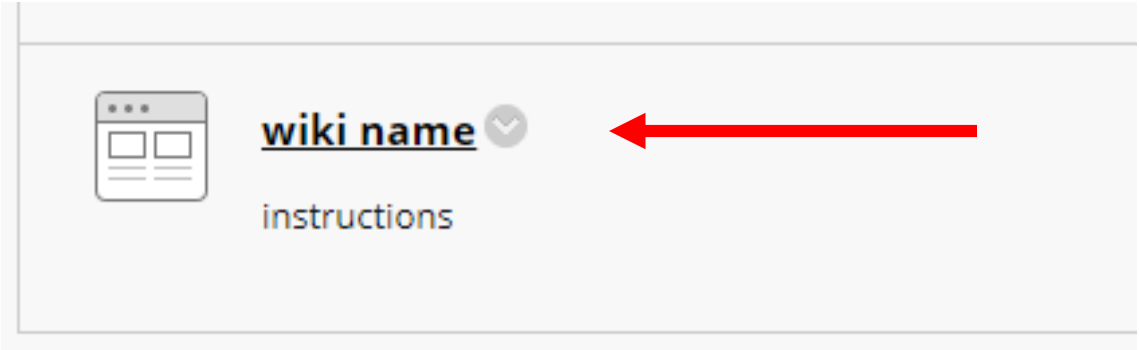
# Link Name and Instructions



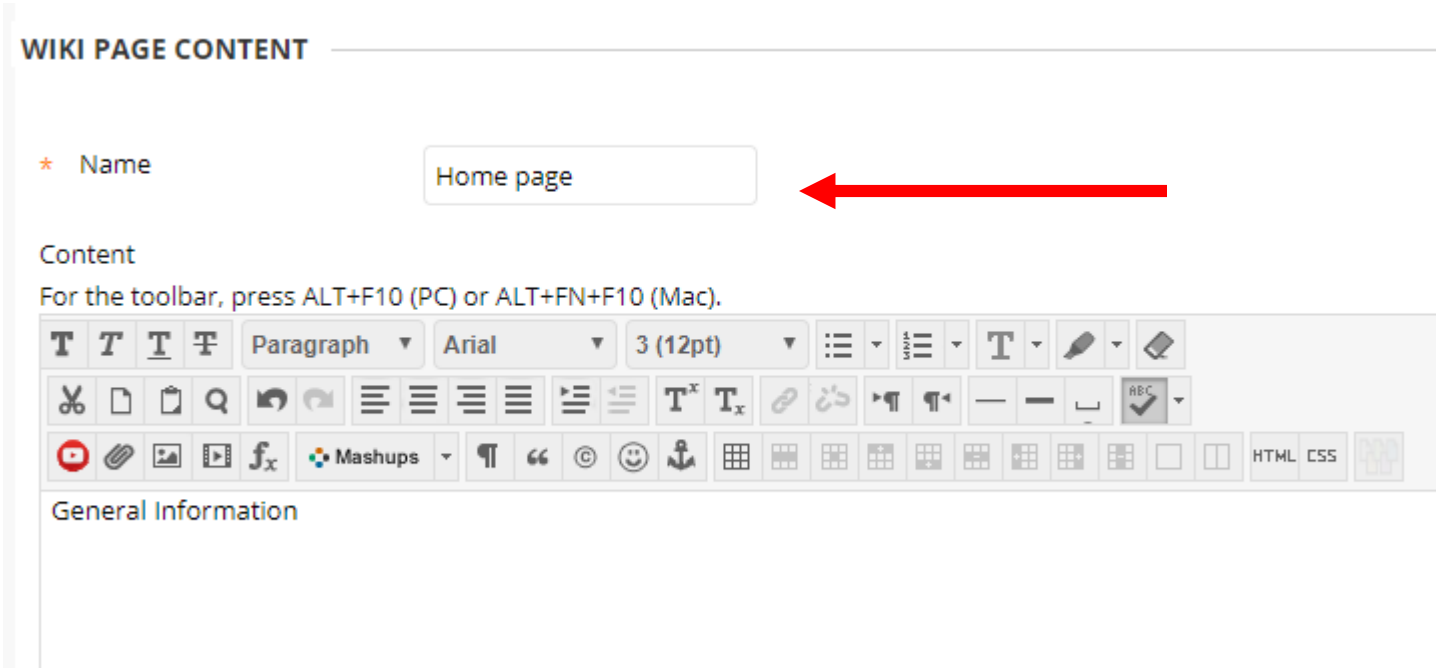
# Link Availability



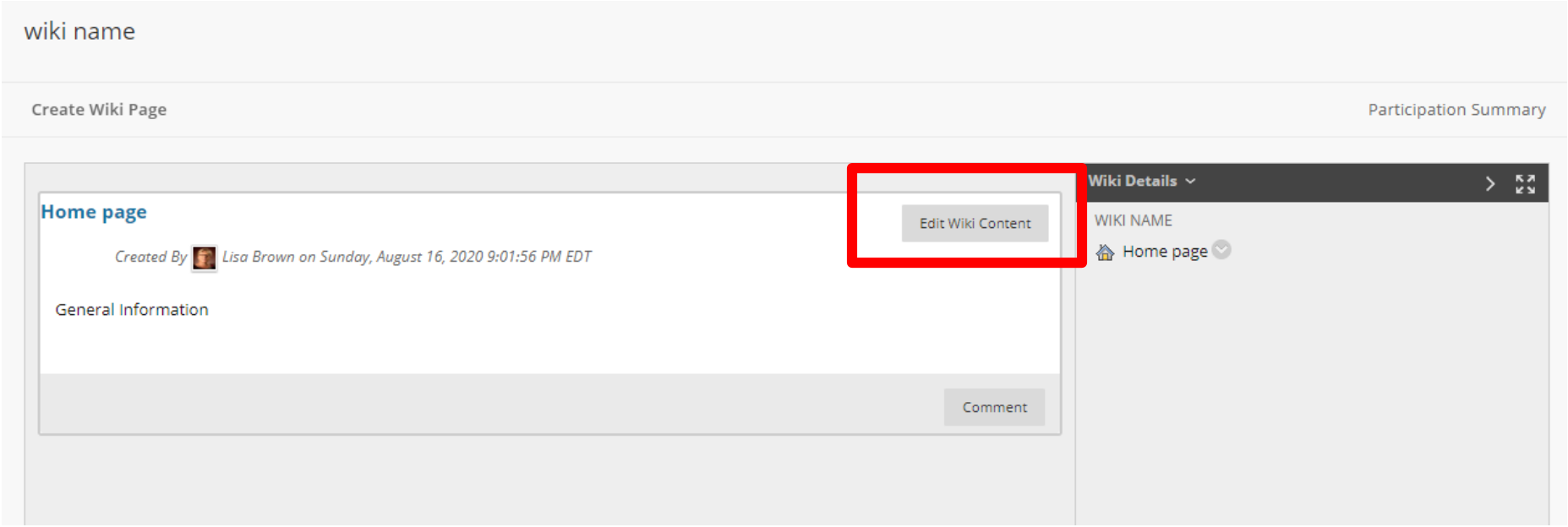
# Link in Course



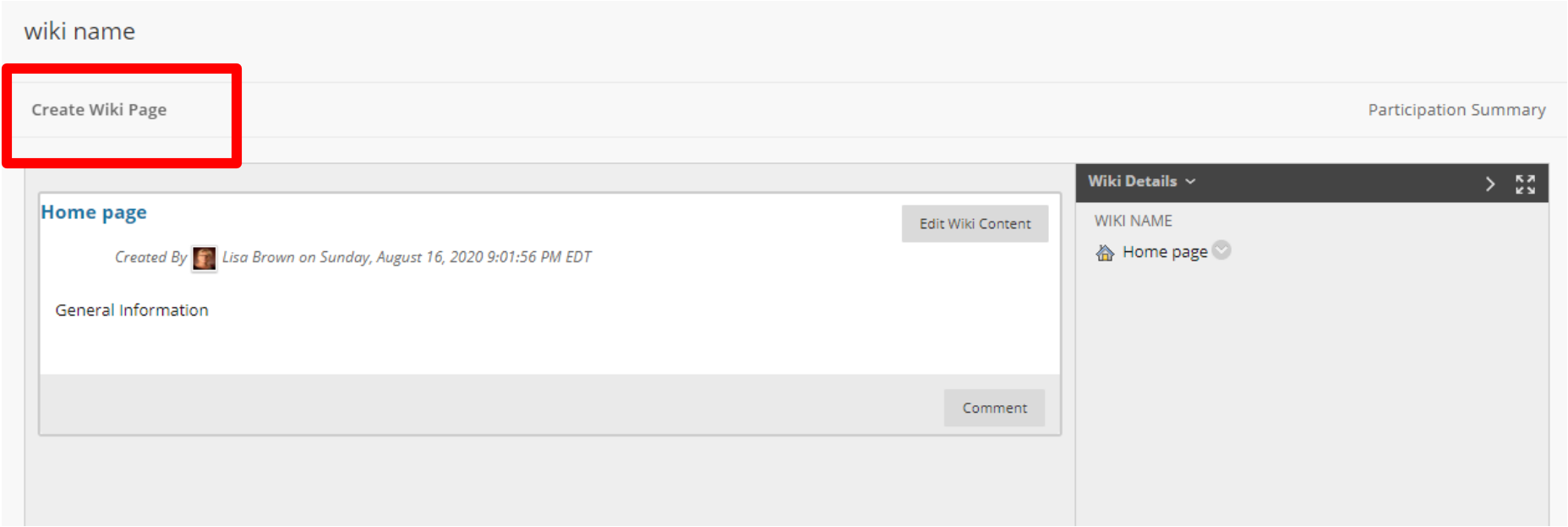
# Starter Page



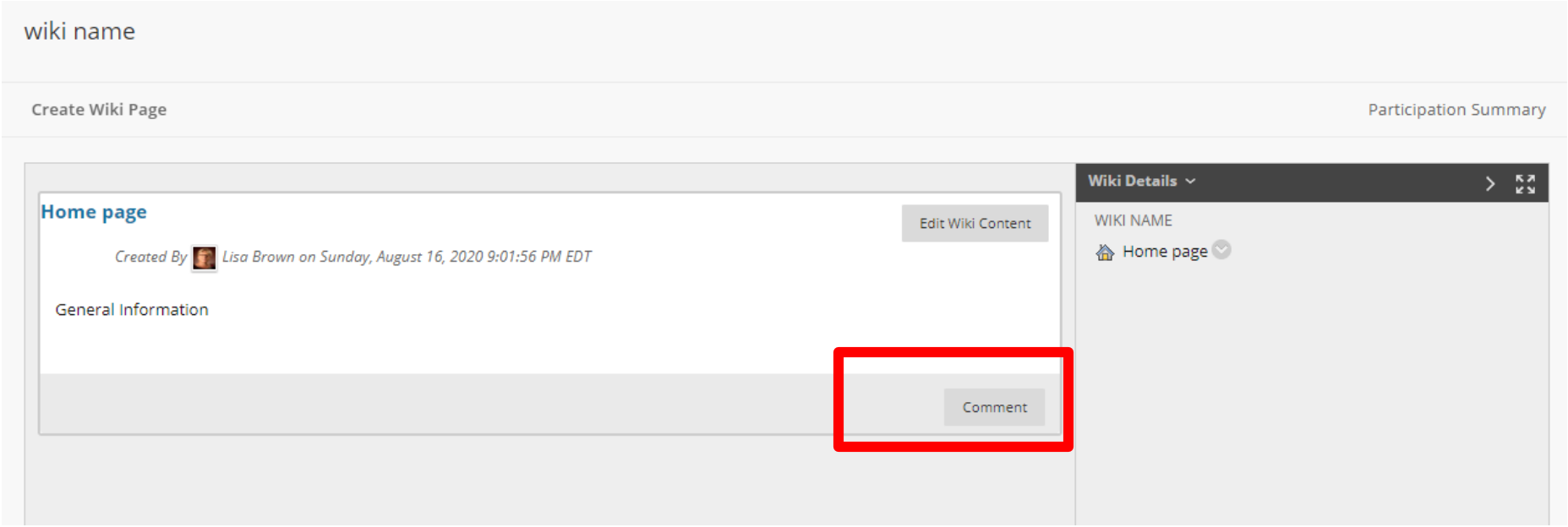
# Wiki Ready - Edit



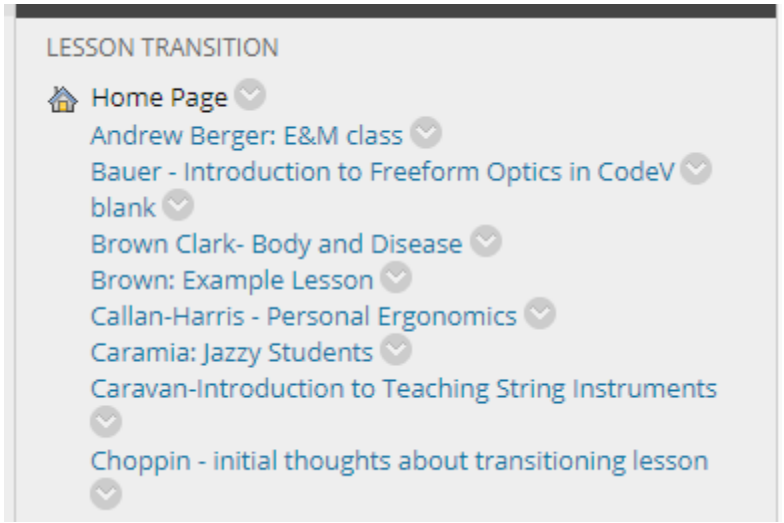
# Wiki Ready – New Page



# Wiki Ready – Comment



# Additional Pages



# Example - Edits

We use initials, dates, and colors to help provide feedback on work

**Before class**

- Students will have reviewed motivating moves
- Students will have analyzed two examples of researchers entering the academic conve
  by gathering new evidence to make a unique contribution)

**During class**

Activity 1: Legos - *creating something new using existing resources*

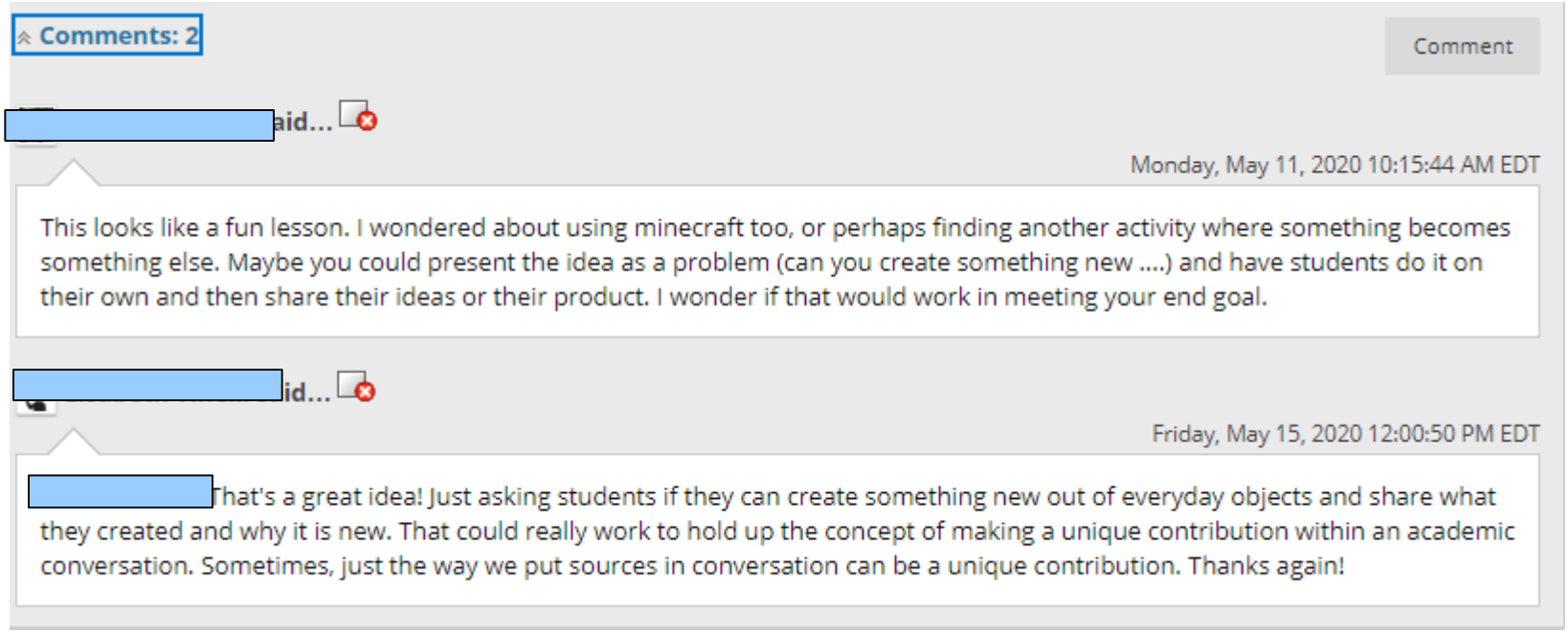
[redacted]z! However, I hear your concern that not everyone will have lego or blocks or other household items they can use. How about asking the students to make something with a sheet of paper (can we assume that students have a notebook or an old envelope or something)? You could have simple guidelines that say that they could fold or roll or tear it to make some kind of shape, and then they could look up instructions online to make a different kind of shape with the same paper. It's not collaboration with someone in the class, but it is collaboration with another resource and might help to generate similar answers to your questions about the writing metaphor?

In any case, I think that asking students to use their hands and a different part of their brain really appeals to them and can also help move ideas forward in a way that *always* using a pen and paper (or hands and a keyboard) doesn't. Rachel's idea about a digital version is great in terms of accessibility, but it could just feel more of the same kind of computer-based activity as the rest of the students' online work and I think that the surprise factor of using legos is an essential part of the learning process.

[redacted]allenge... you can ask students to do the first part at home, assuming they have access to legos. but combining with a classmate? Can this be done with other arts/crafts supplies at home? I think it could be done with objects from home (anything, really - socks, spoons, cans of food, paper clips) and it might make it even more engaging. However, I worry about students who may have very limited resources at home. I am still thinking through this. Maybe I can create my own video of something I created using random objects around my own home.

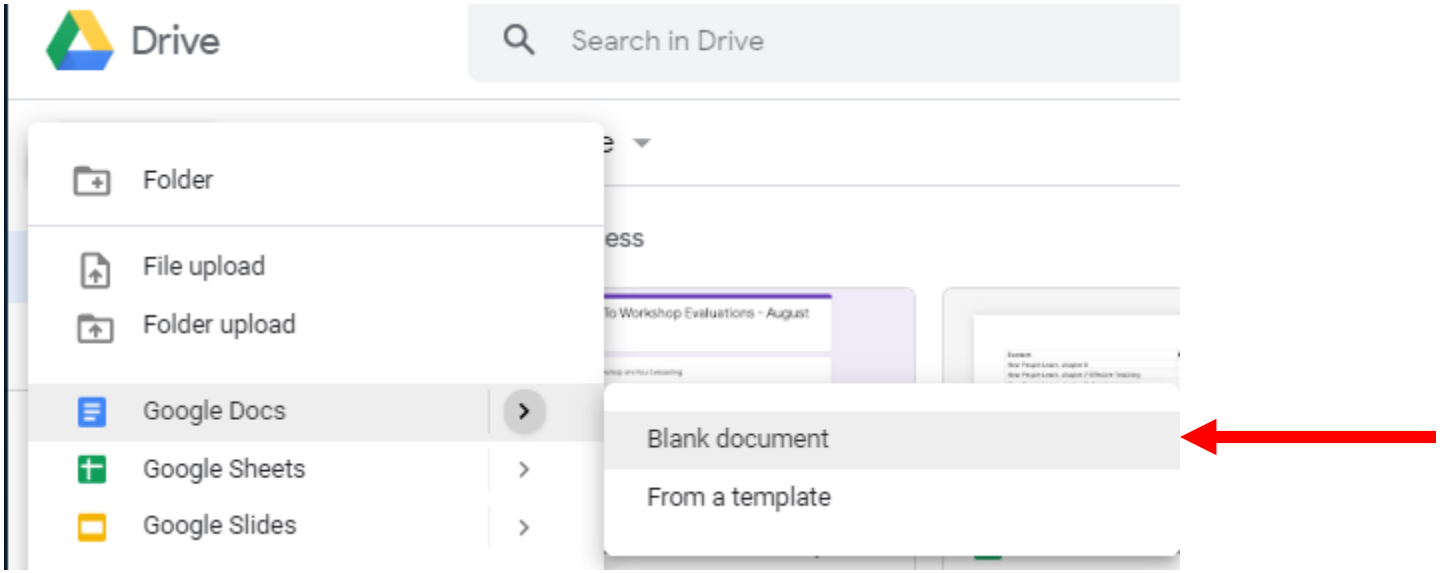
Can I make two individual things and then try to combine them after myself - is that the same thing? I am not sure you can do

# Example - Comments

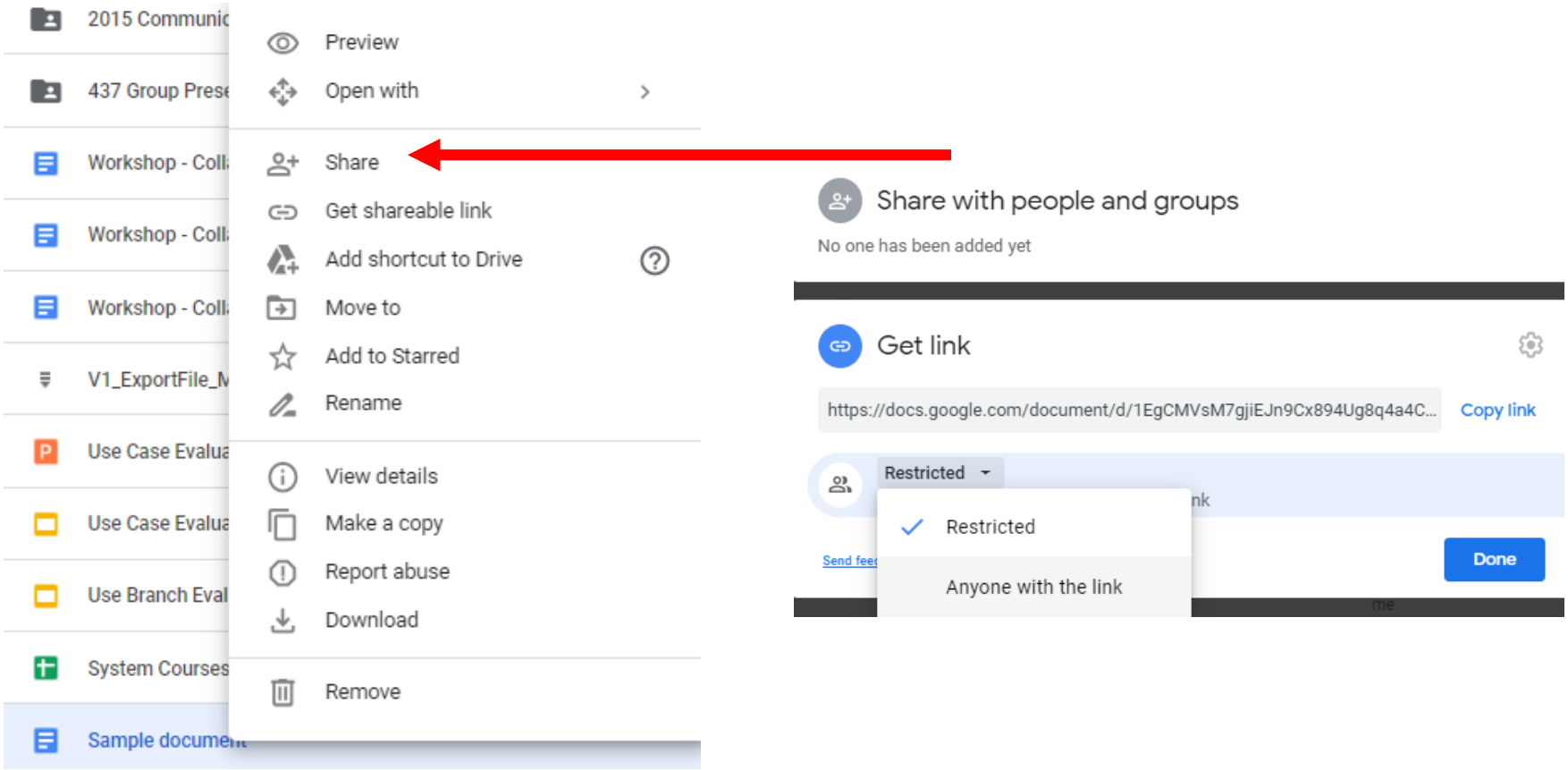


# GOOGLE DOCS / BOX NOTES

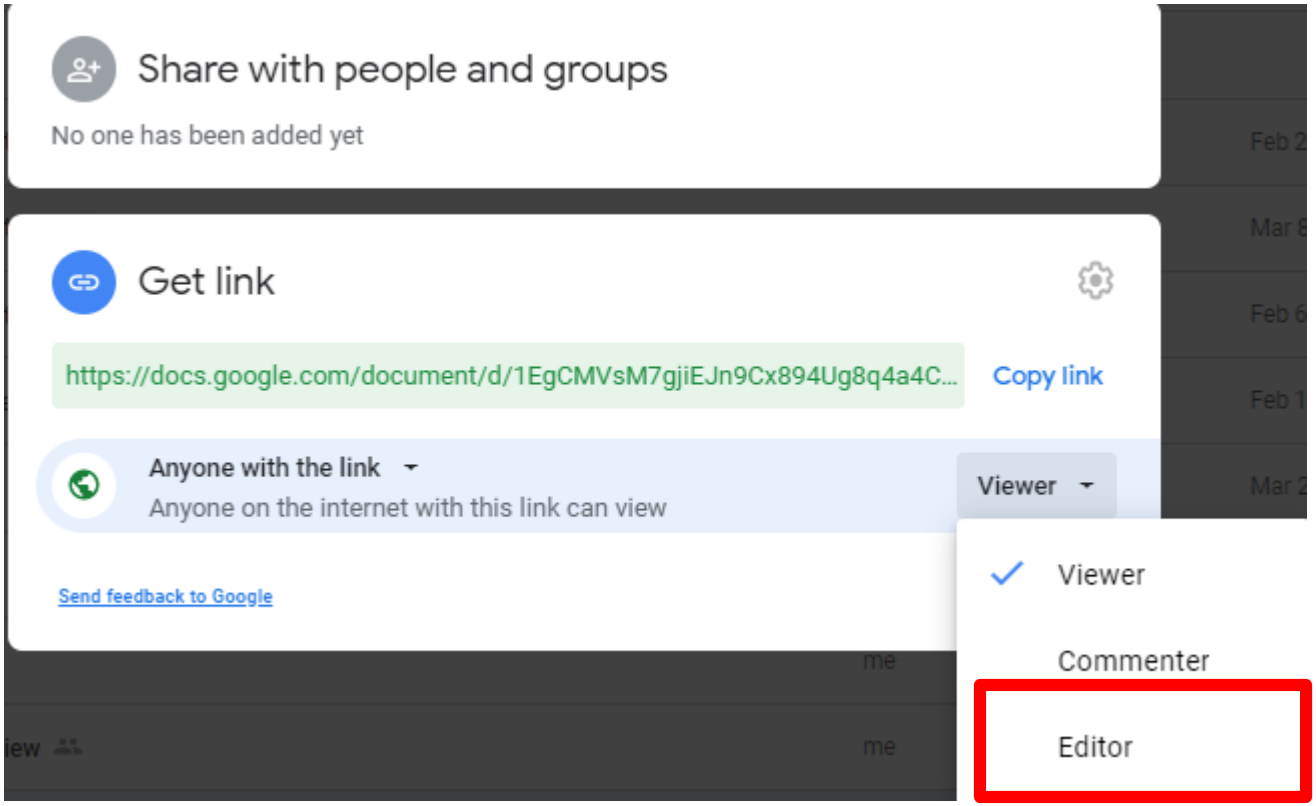
# Create a New Google Document Sheet/Slides



# Share – Anyone with the Link



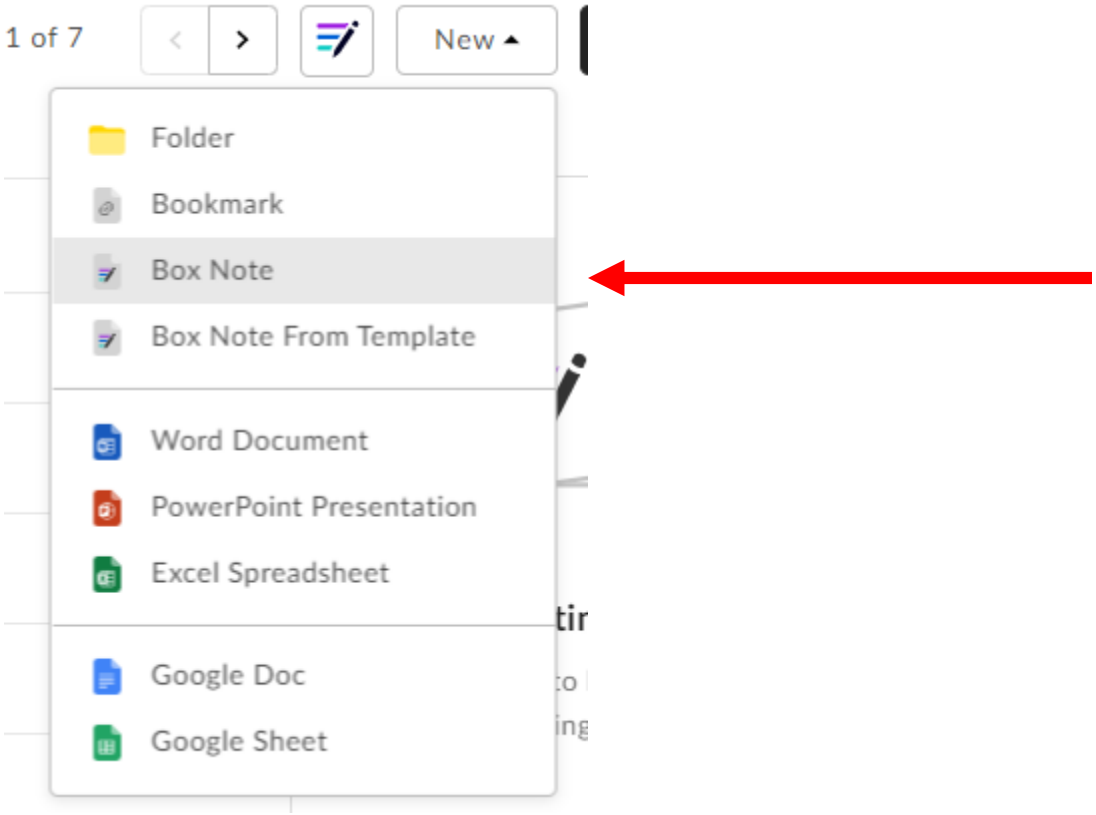
# Allow Editing



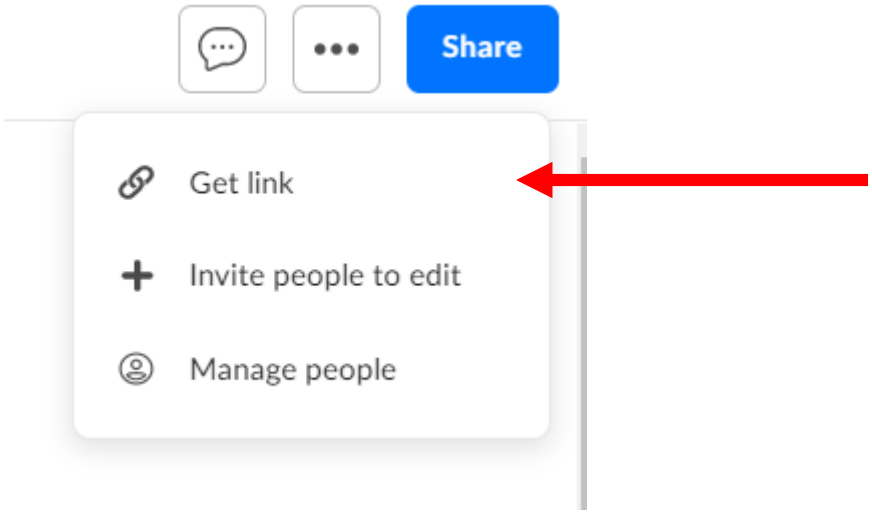
# NOTE

- Google is not HIPAA compliant – not recommended for SMD courses
- Google is not accessible in China

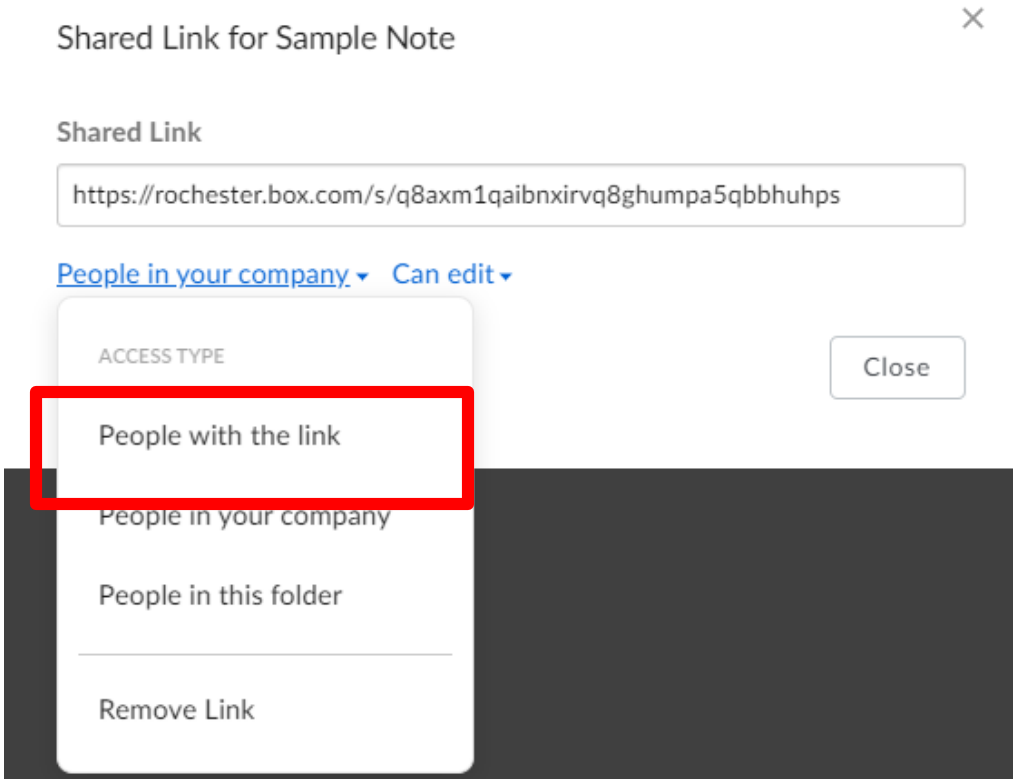
# Create a Box Note



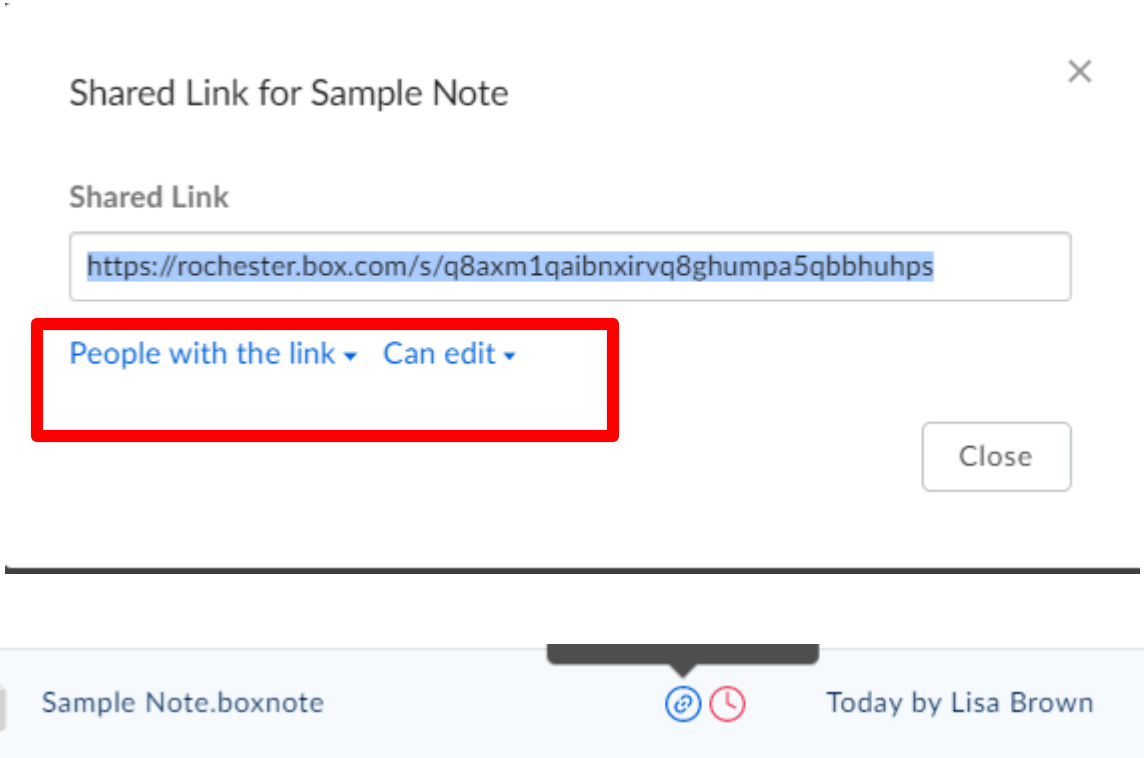
# Share - Get Link

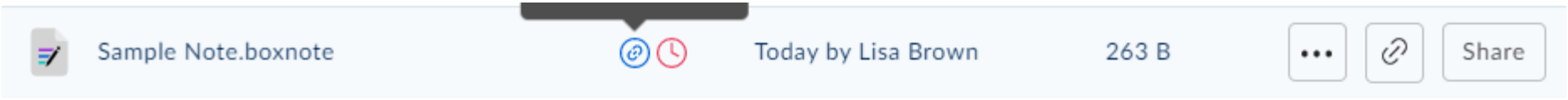


# People with the Link



# Edit Rights


Shared Link for Sample Note
Shared Link
https://rochester.box.com/s/q8axm1qaibnxirvq8ghumpa5qbbhuhps
People with the link
Can edit
Close

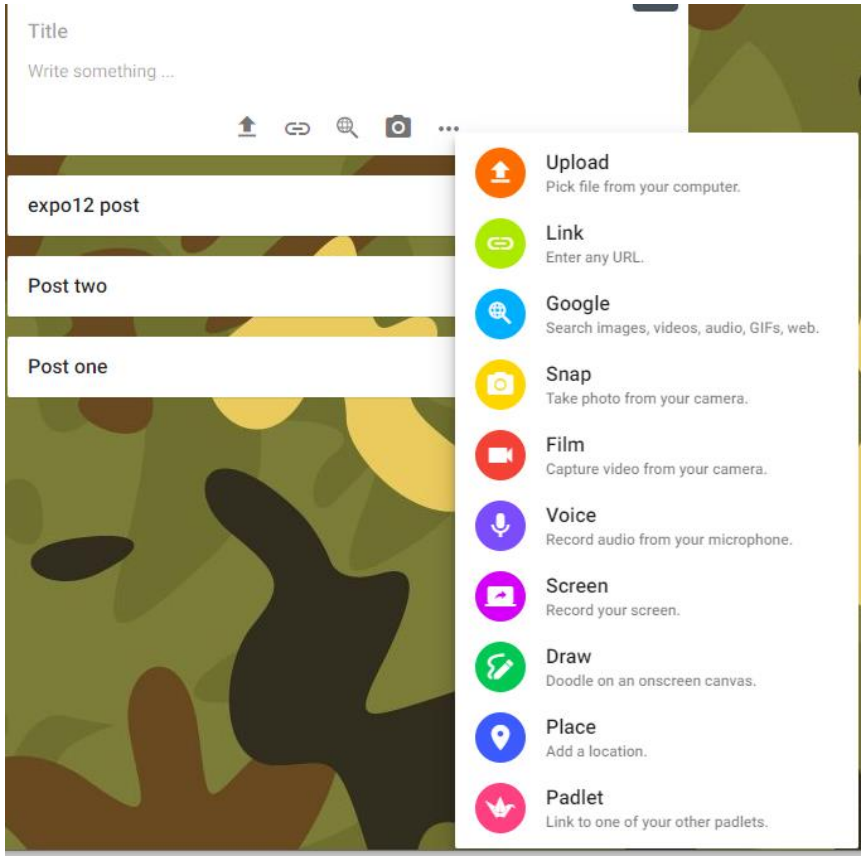

Sample Note.boxnote
Today by Lisa Brown
263 B
Share

# WHAT IS PADLET

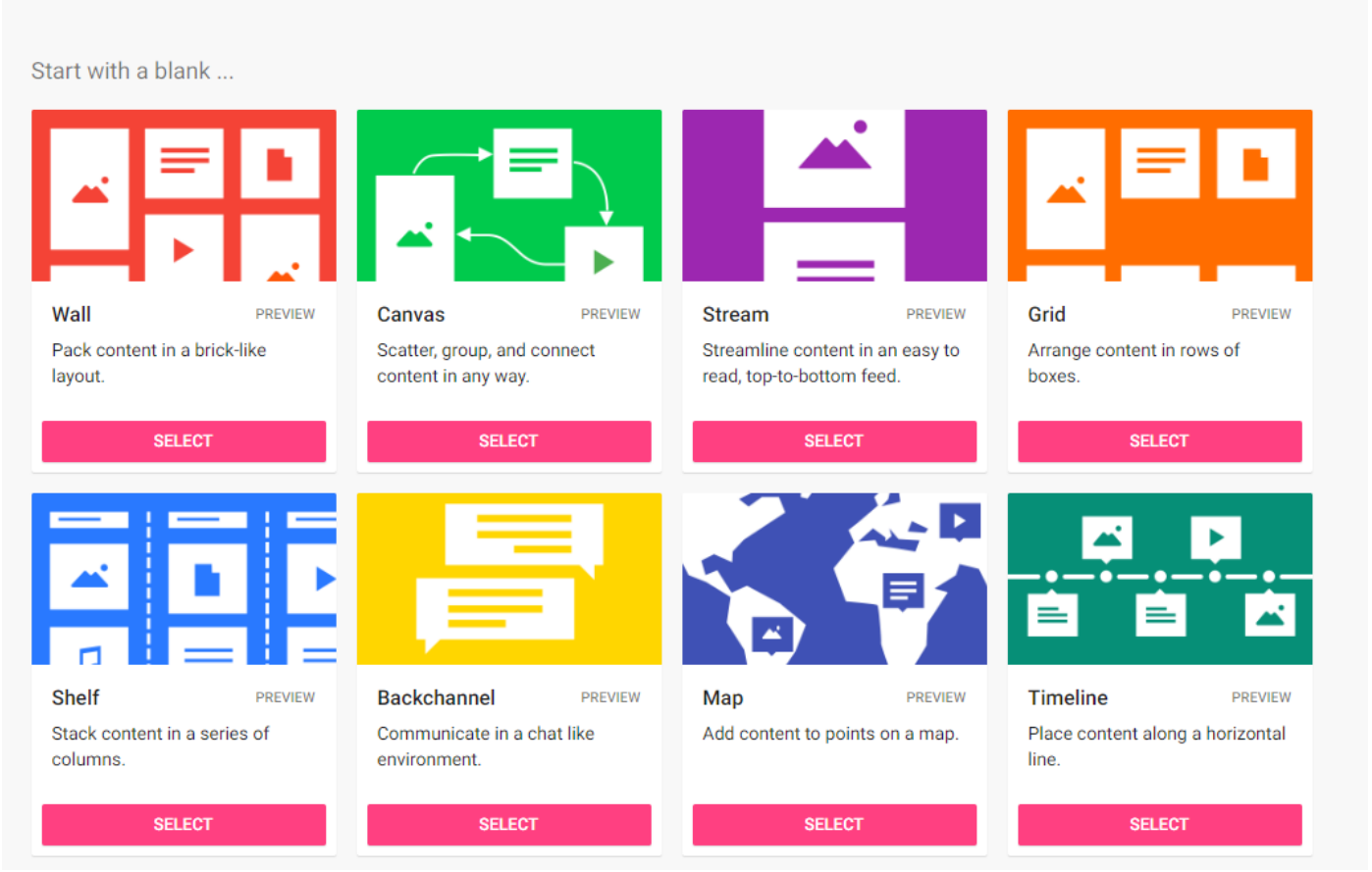
# Padlet is…

- Bulletin Board
- Collaborative Space
- Multimedia-friendly

- University Accounts
  - Unlimited Padlets
  - Ability to connect through LMS
- Faculty can request accounts



# Padlet Templates



# Padlet Examples

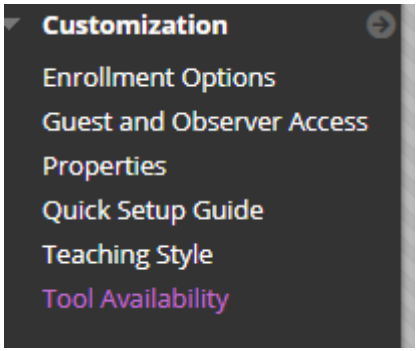
- Mindmap example (canvas template)
  - https://rochester.padlet.org/taraserwetnyk1/mindmapexample
- RNFA Timeline by Donna Steo (timeline template)
  - https://padlet.com/mcvaydon/m6e5w54vtc2vtj5a
- NUR370 Exam Review by Donna Steo (shelf template)
  - https://padlet.com/mcvaydon/qhztsl9qd1rz
- CHF Case Study by Kaitlyn Burke (shelf template)
  - https://padlet.com/kaitlyn_burke1/nm5hrvvaxbwl
- Where would you go Ice Breaker (map template)
  - https://rochester.padlet.org/taraserwetnyk1/cm1jbe427ecn363p

# How to Get Help

- https://padlet.com/support/padlets_makeapadlet
- https://www.youtube.com/watch?v=7SuAKOoXNsQ

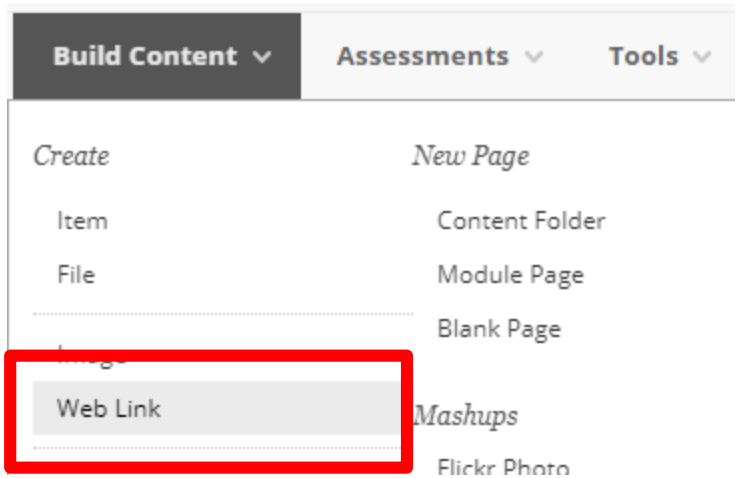
# USING PADLET WITHIN BLACKBOARD

# Turn on LTI

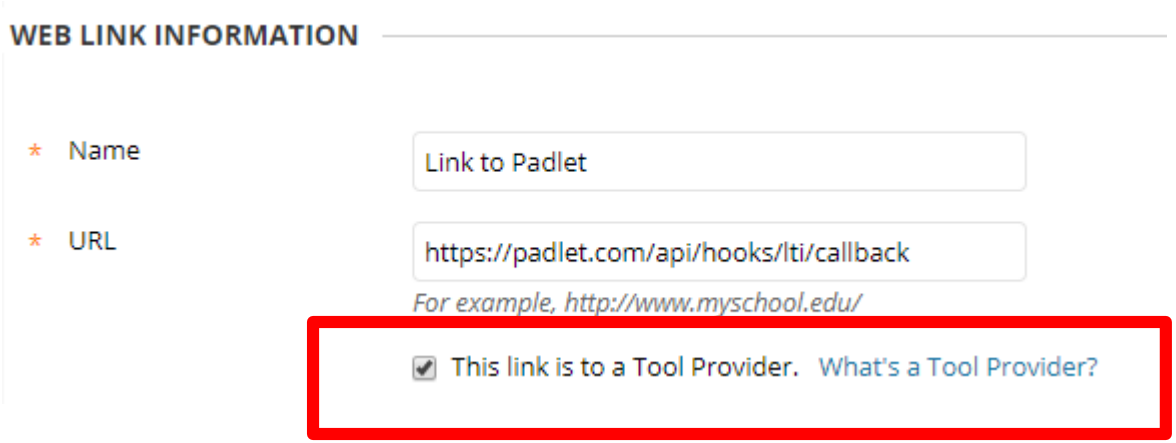


https://tech.rochester.edu/padlet/

# Build Content – Web Link



# Provide Link Name and URL

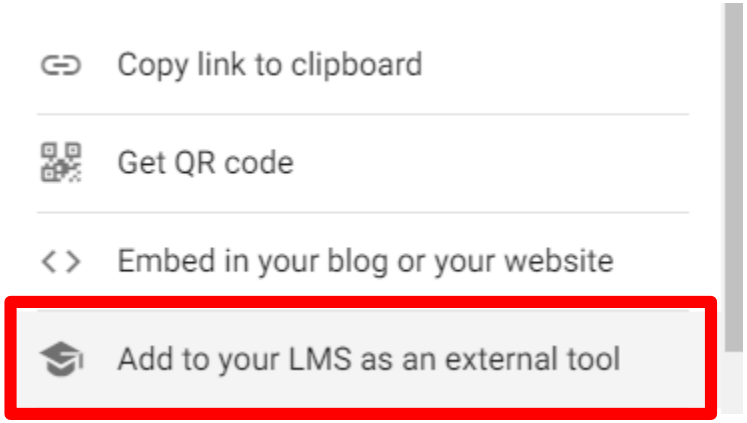


# Key/Secret

Key
rochester
Secret
hrfrnvqfldm9powq
Custom Parameters
Specific to your Padlet
Enter any custom parameters required by the tool provider. Parameters must each be on their own line and be entered in "name=value" format.
Enable Evaluation
Yes
No

# Share - Where

REMAK
SHARE


Copy link to clipboard
Get QR code
Embed in your blog or your website
Add to your LMS as an external tool

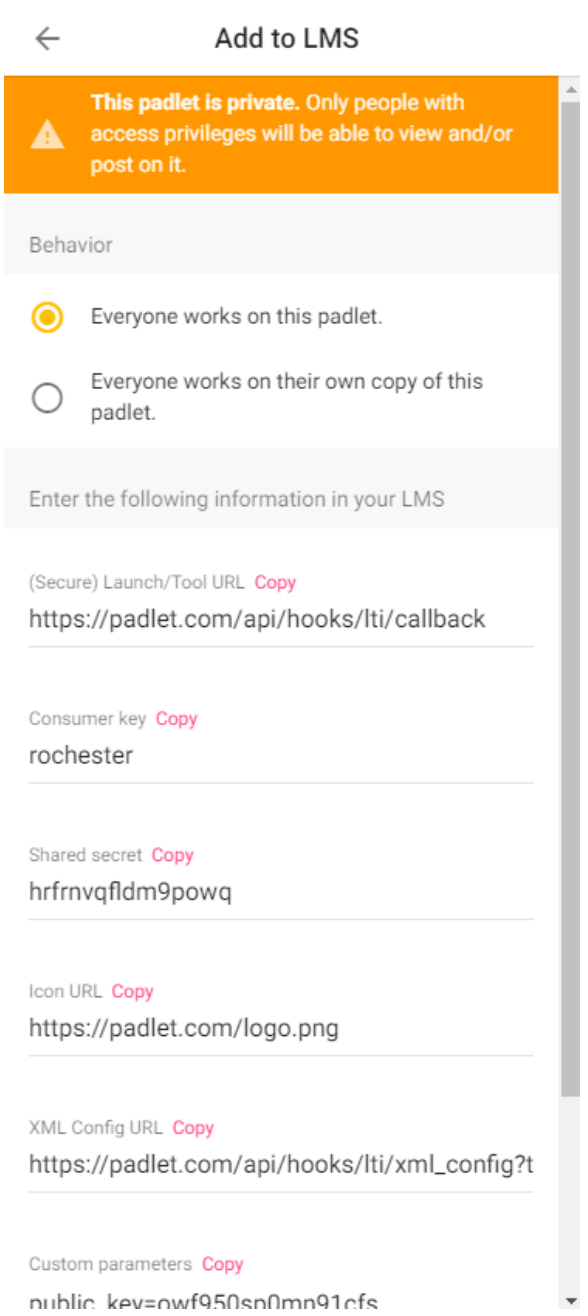
# Link Information

URL to Use

Key

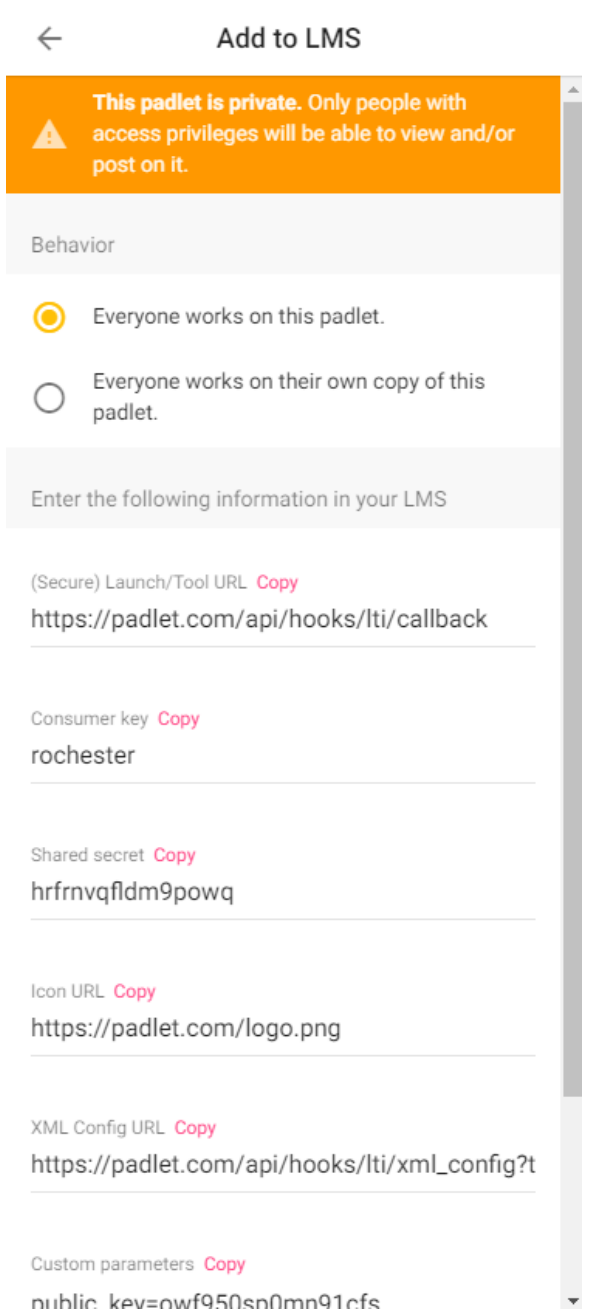
Secret

Custom Parameters

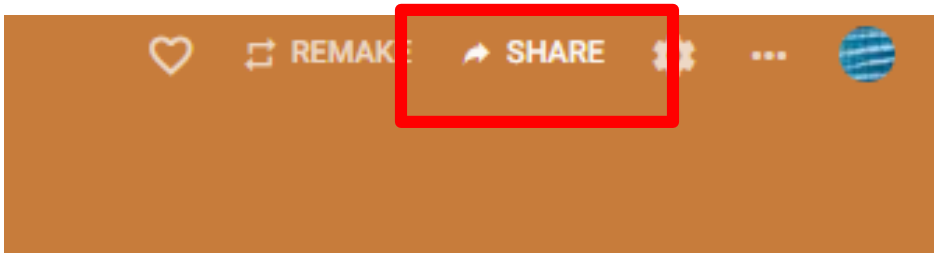


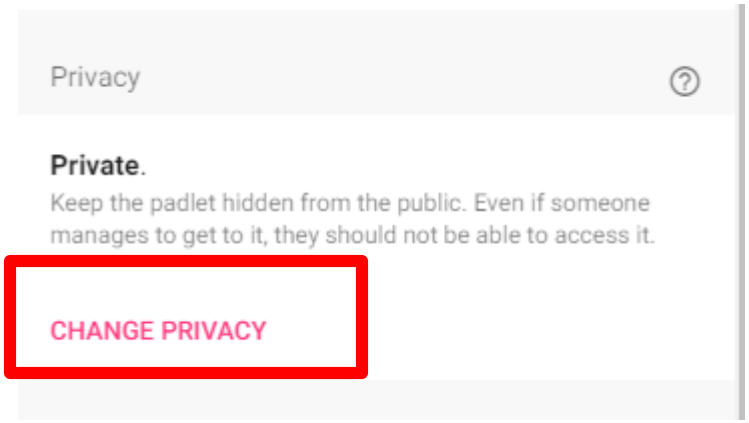
# How to Use

Collaboration –
Everyone works on this Padlet

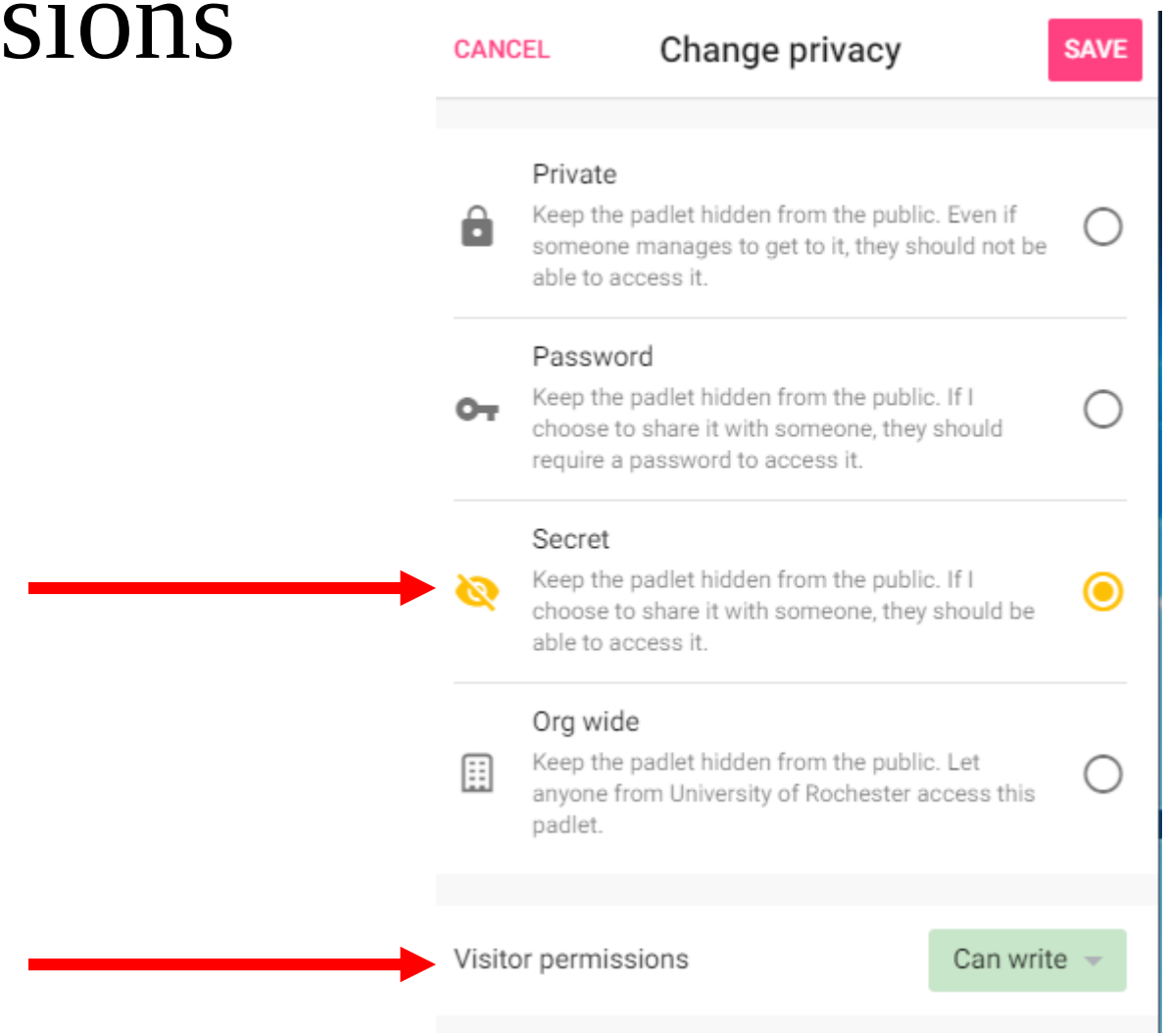


# Share - How


REMAK
SHARE


Privacy
Private.
Keep the padlet hidden from the public. Even if someone manages to get to it, they should not be able to access it.
CHANGE PRIVACY

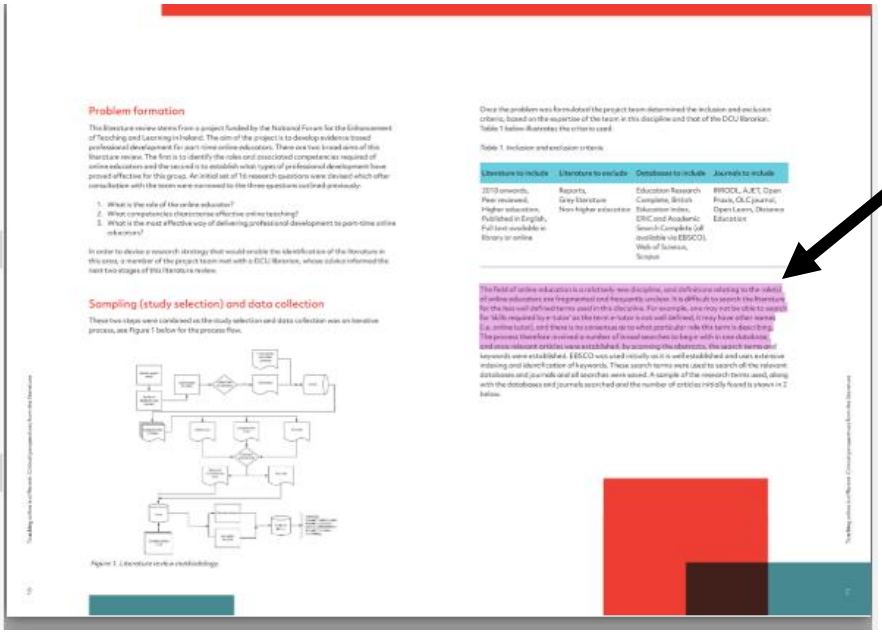
# Permissions

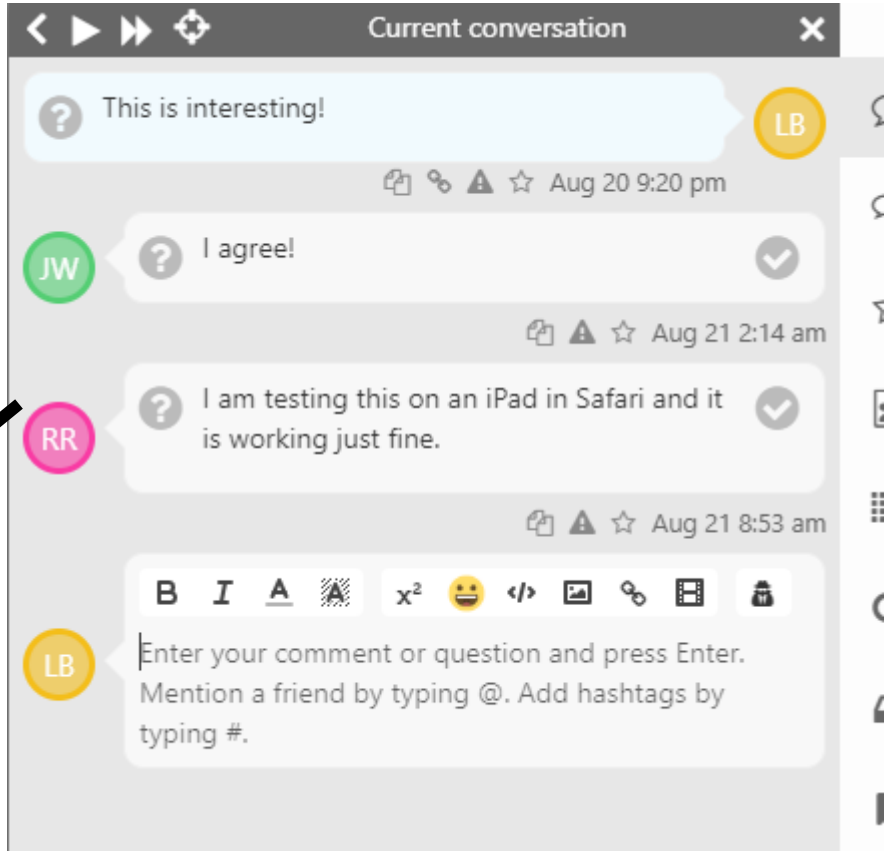


# WHAT IS PERUSALL

# Perusall is…

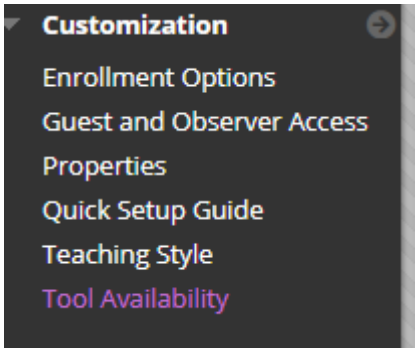
- Annotation tool
- Conversation Space



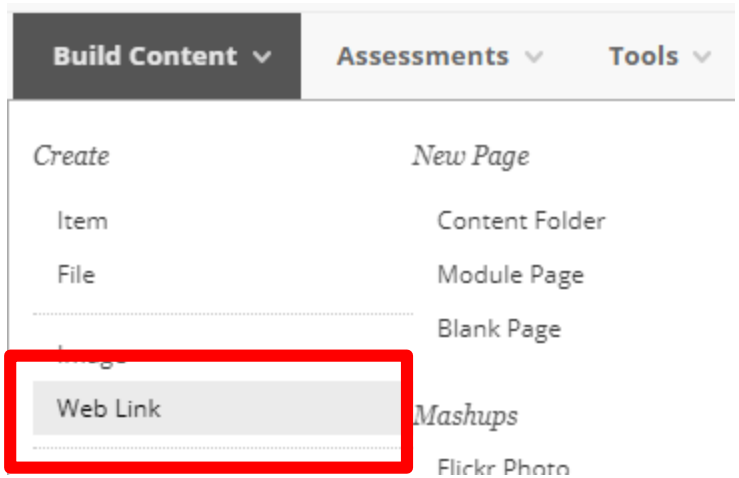
# USING PERUSALL WITHIN BLACKBOARD

# Turn on LTI

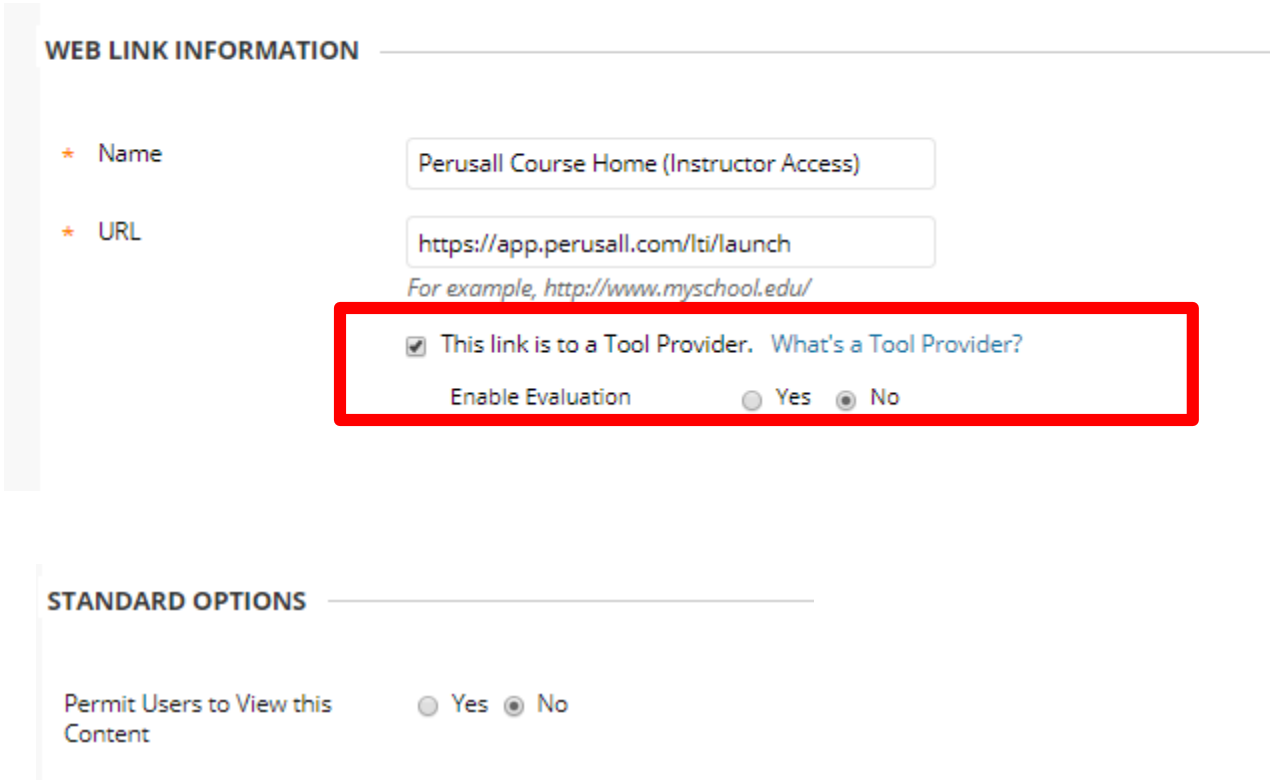


https://tech.rochester.edu/perusall/

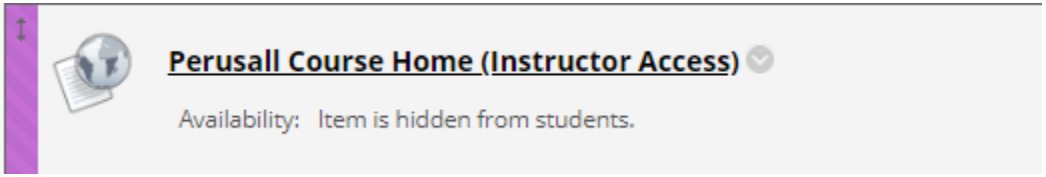
# Build Content – Web Link



# Provide Link Name and URL

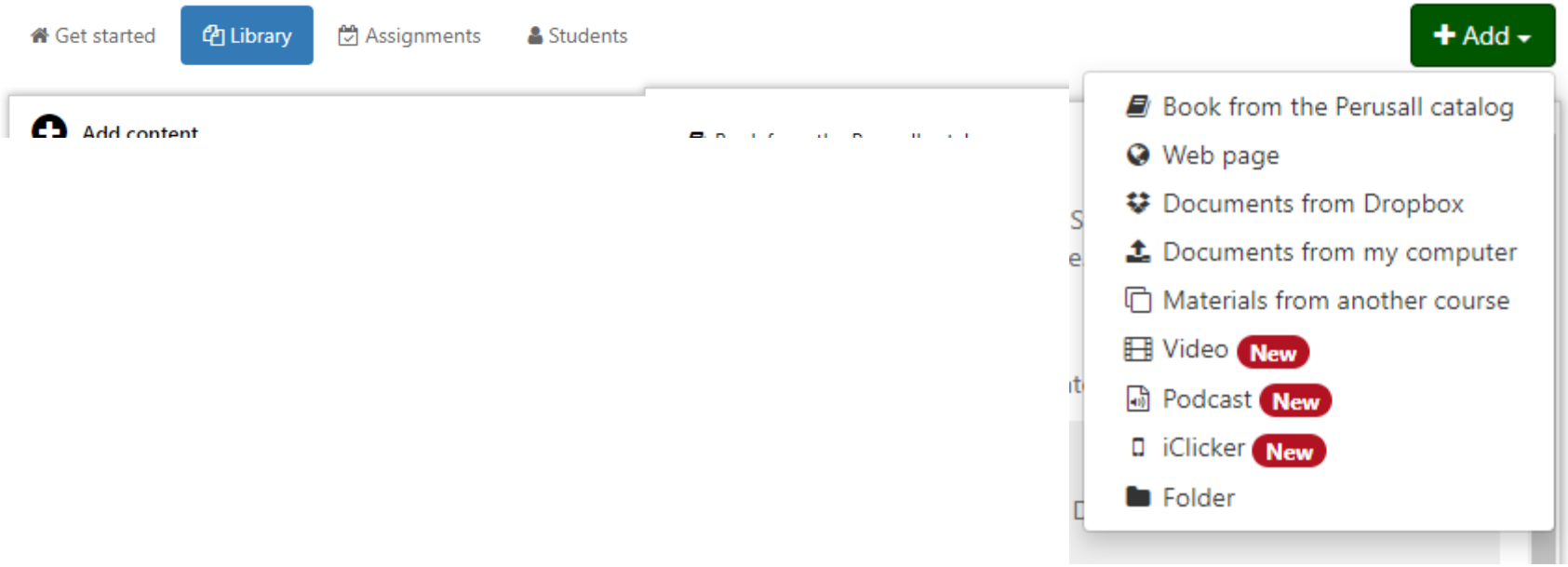


# Initialize Course with Perusall

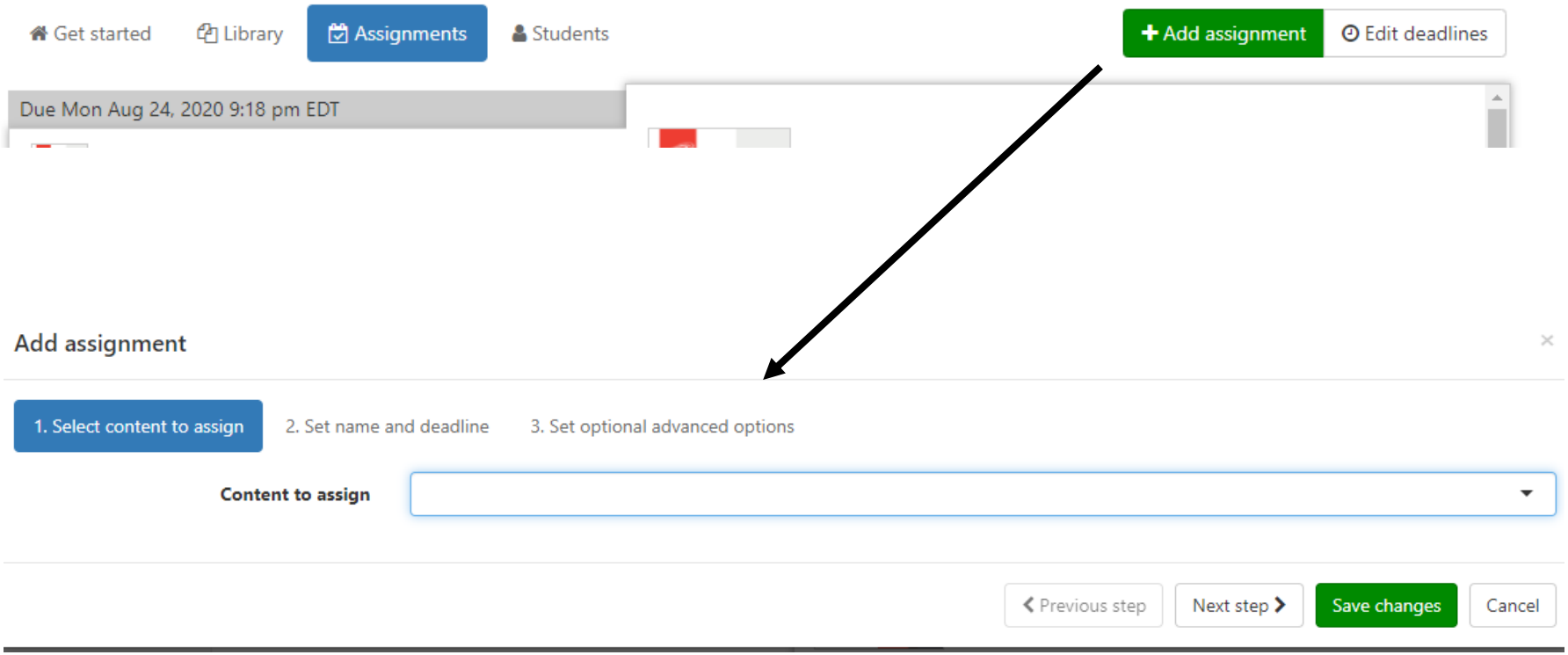



Click the link created
Will create your account
Will create course space

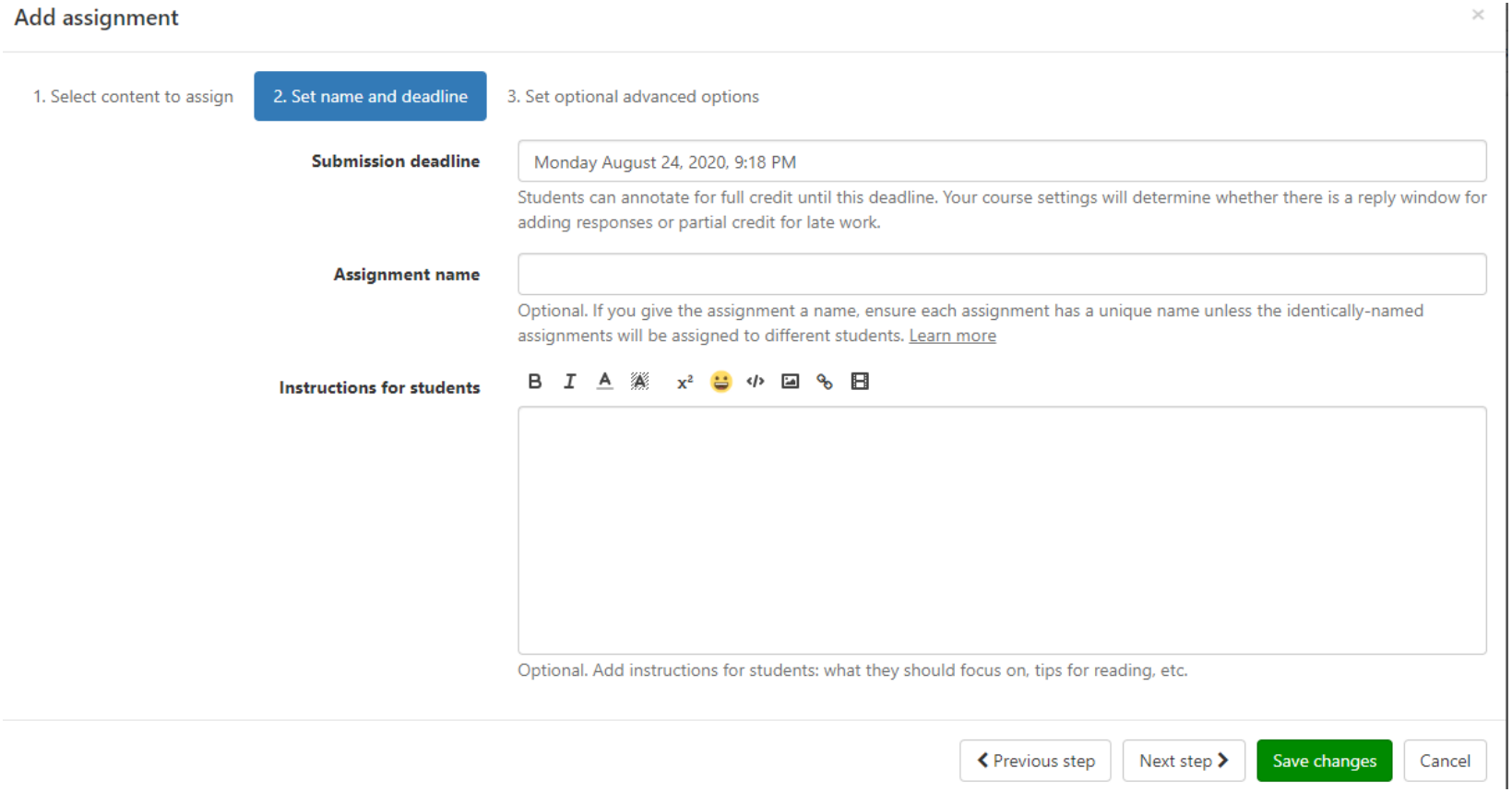
# Upload / Add Content



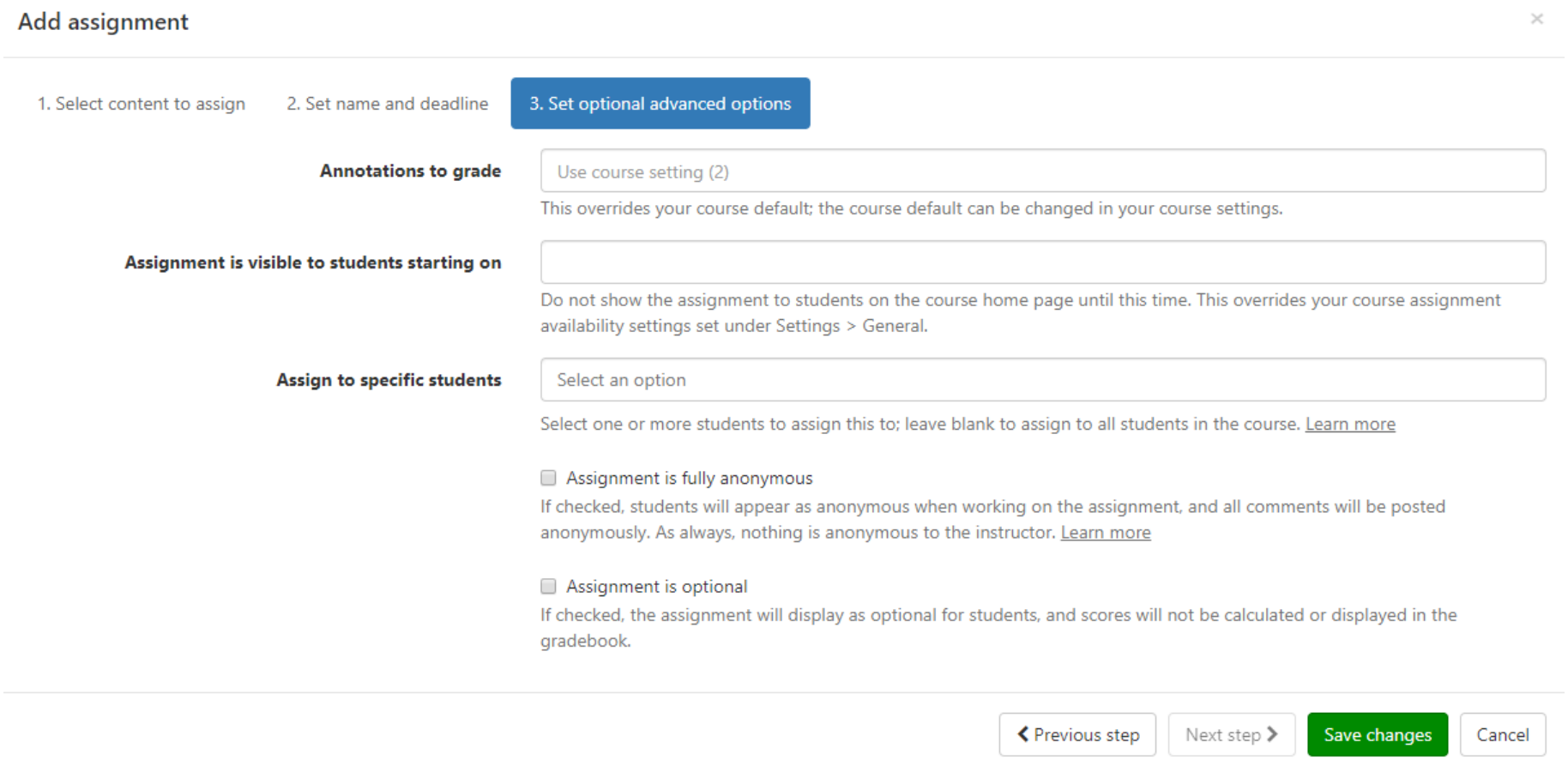
# Create an Assignment and Select Content



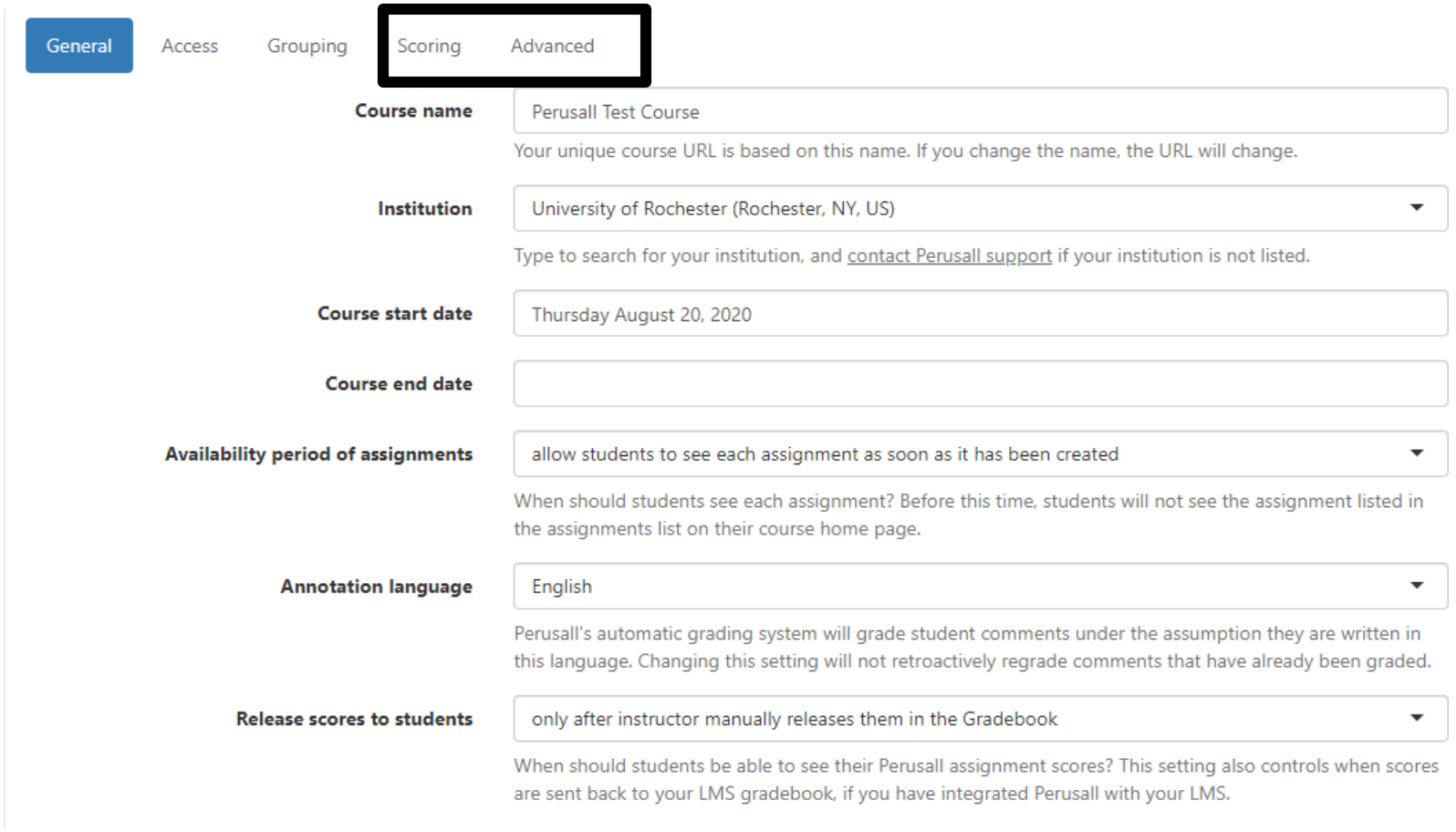
# Set Assignment Name and Due Date



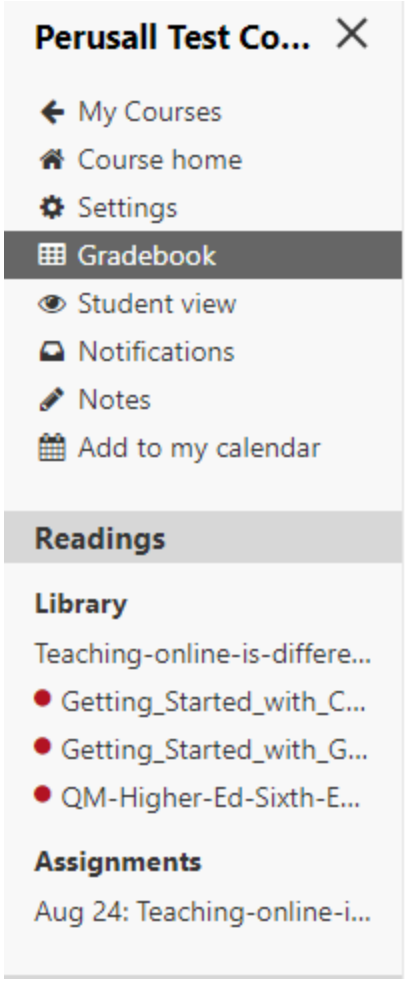
# Set Assignment Options

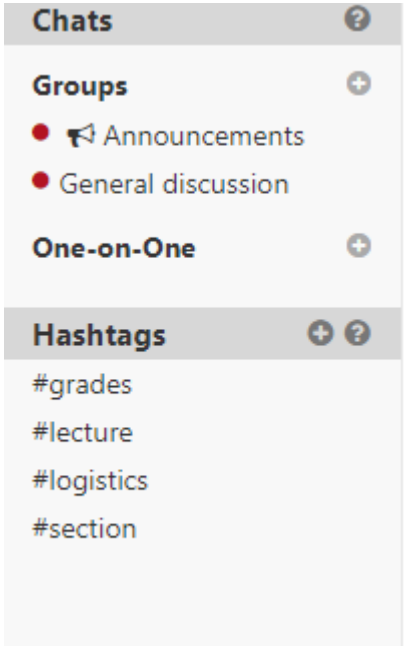


# Course Settings



# Menu Options



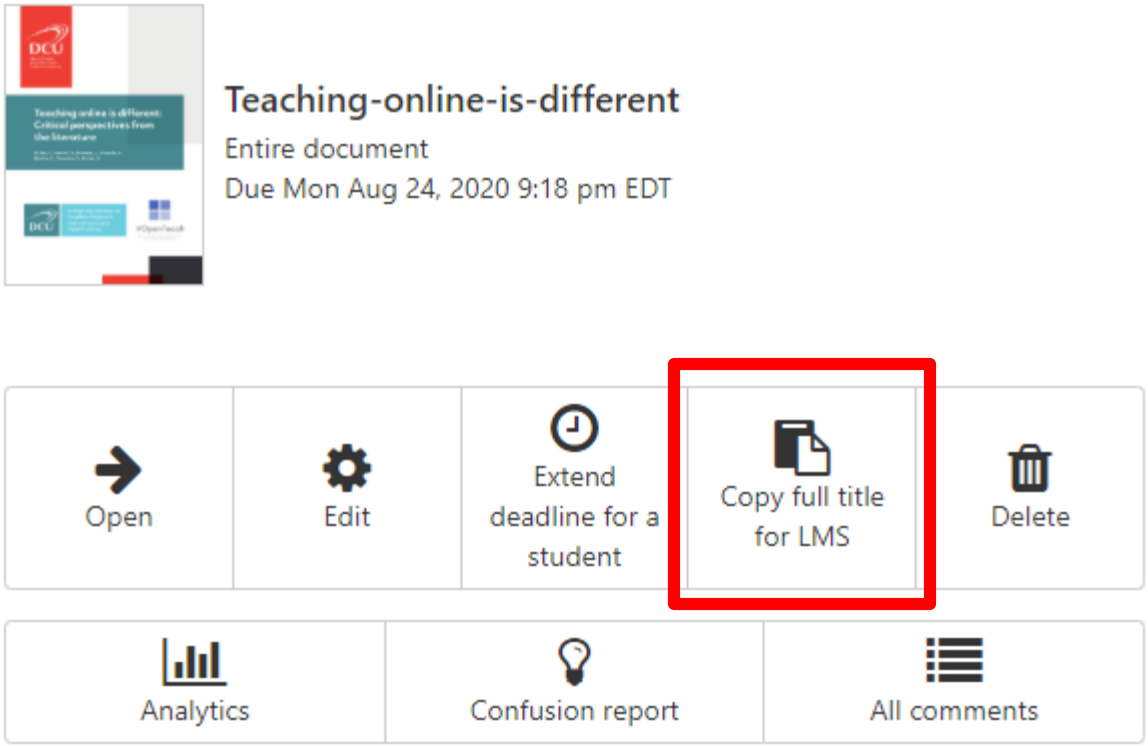




Recommended Reading

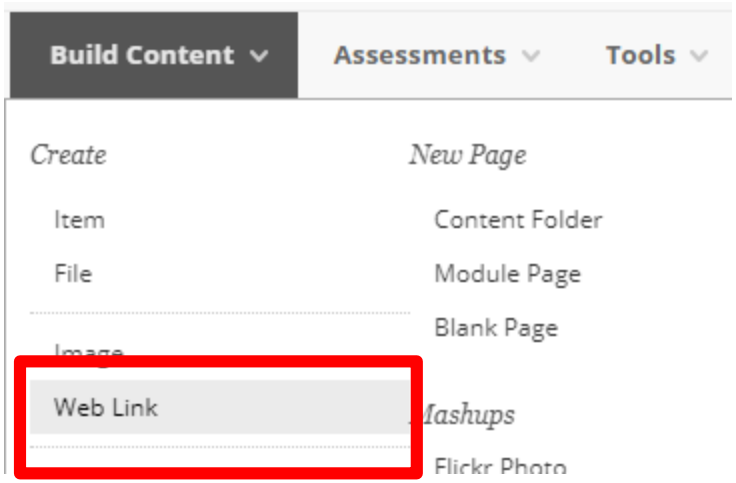
https://support.perusall.com/hc/en-us/categories/360002157414-Instructors

https://support.perusall.com/hc/en-us/sections/360005183594-Scoring-and-grades

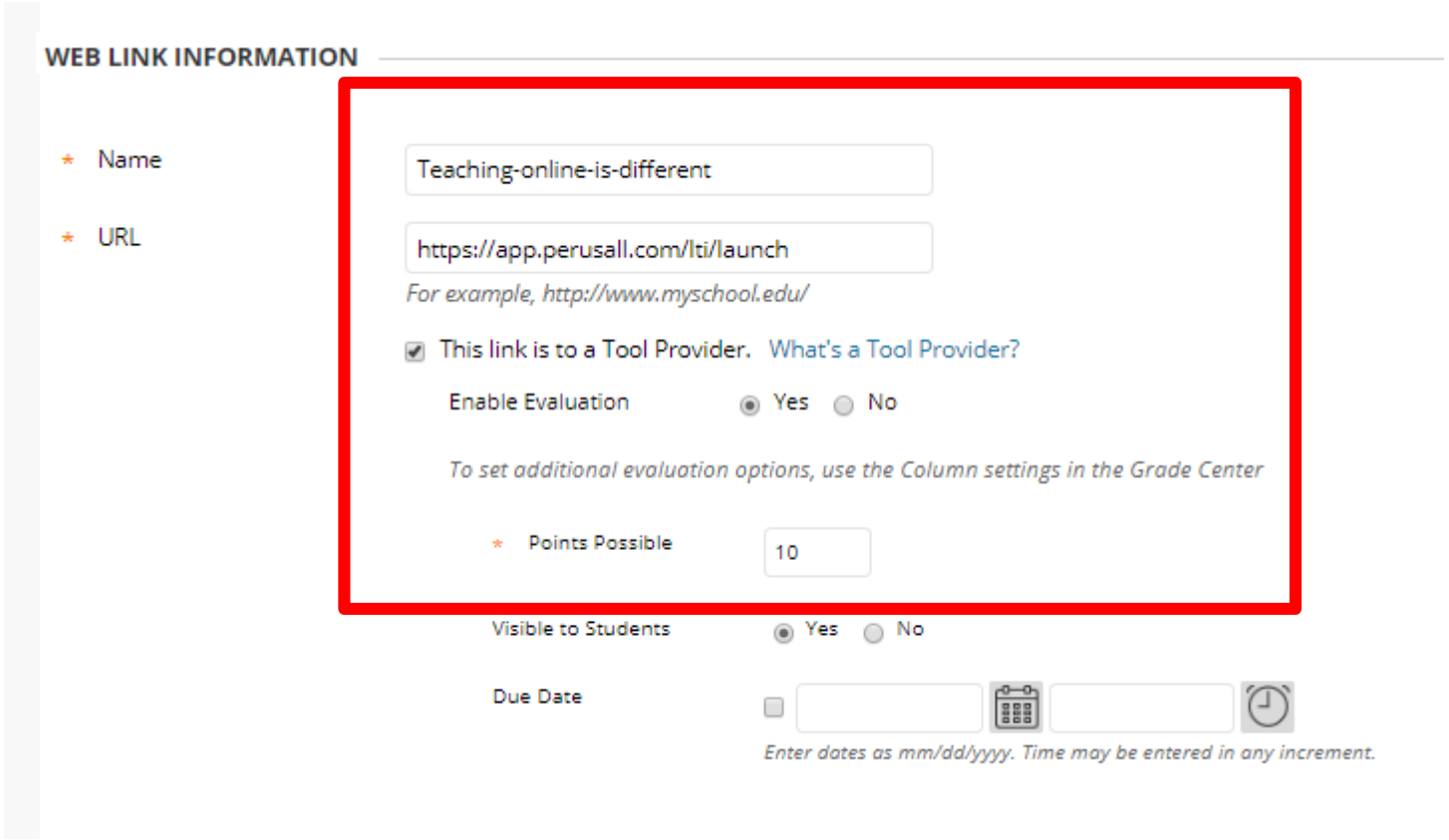
# Note this Menu Option



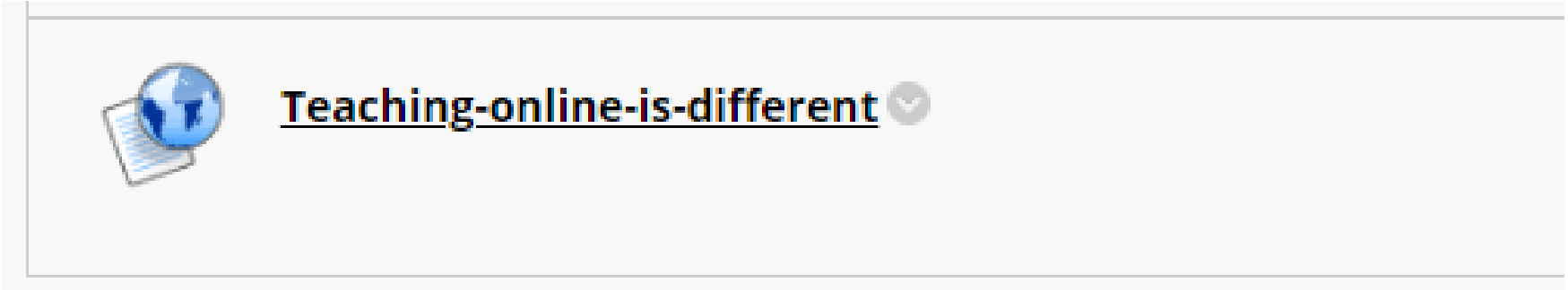
# Connecting your Assignment in Blackboard
# Build Content – Web Link



# Provide Copied Link Name and URL



# Pass-through authentication for you and your students into Perusall




Click the link created
Will create accounts when needed
Passes into specific assignment

# THANK YOU
# QUESTIONS?

# Evaluation

- https://forms.gle/mPDzZYpcJwiFaFPt7

# More Workshops

http://rochester.edu/online-learning/index.html

- **How to use Voicethread for Discussions**
  - Dates: *Friday, October 16, 12noon*
- **How to use Yellowdig for discussions**
  - Dates: *Friday, October 23, 12noon*
- **Supporting Academic Honesty**
  - Dates: *Friday, October 30, 12noon*
- **Creating and Using Blackboard Groups**
  - Dates: *Friday, November 6, 12noon*
- **How to Collect Online Assessments, including Projects, Presentations, and Performances**
  - Dates: *Friday, November 13, 12noon*
- **How to Facilitate an Online Exam**
  - Dates: *Friday, November 20, 12noon*
- **The Blackboard Grade Center**
  - Dates: *Friday, December 4, 12noon*
- **Blackboard Basics**
  - Date: *Monday, January 11, 12noon*
- **How-to Record and Deliver Video Lectures to your Students**
  - Dates: *Wednesday, January 13, 12noon*
- **Gradescope**
  - Dates: *Friday, January 15, 12noon*
- **Blackboard has a new Zoom connection tool – the Zoom Meeting Manager**
  - Dates: *Monday, January 18, 12 noon*
- **How to Facilitate a Live Zoom Class Session**
  - Dates: *Wednesday, January 20, 12 noon*

# Video Tutorials

- http://rochester.edu/online-learning/disruption/index.html