

QUICK-REFERENCE LIST OF ONLINE INSTRUCTIONAL TOOLS

TASK	RECOMMENDED TOOLS	DESCRIPTION	ACCESS DETAILED INFORMATION	TECHNICAL HELP CONTACT
Presenting a Lecture	Panopto	Oakland University's tool for recording lectures. It allows faculty to capture their lectures in a lecture hall or record an instructional video from their own computer, so that students may view them at a later date through a web browser.	Panopto User Manual	Dawn Gorris <i>OUWB Helpdesk Technician</i> gorris@oakland.edu
	WebEx	Real-time, video-conferencing classroom environment. It has one application window with voice chat, text chat, an interactive whiteboard for displaying files or webpages, video, and presenter tools. The session can be recorded for future viewing.	<ul style="list-style-type: none"> • WebEx User Manual • Scheduling WebEx in Moodle • WebEx - Video 	WebEx 24/7 phone support (866) 229-3239 e-LIS Support Portal OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
Creating a Module	Moodle Lesson	Deliver content and/or practice activities in interesting and flexible ways. A teacher can use the lesson to create a linear set of content pages or instructional activities that offer a variety of paths or options for the learner.	Creating a Lesson	e-LIS Support Portal OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
	SoftChalk	Authoring software that allows you to design and create online modules including interactive content for your students. You can personalize content for your course by adding audio, images, games, video and interactive assessments	<ul style="list-style-type: none"> • SoftChalk Cloud Quick Start Guide • SoftChalk Video Tutorials 	Kathi Doyle & Tammy Tollon <i>OUWB Instructional Designers</i> doyle234@oakland.edu tollon@oakland.edu
	Qualtrics XM	Though Qualtrics XM was designed as survey software, many of the question types mimic activities found in survey software (e.g., display media, create quiz questions, drag-and-drop activities).	<ul style="list-style-type: none"> • Overview of XM Platform • Creating a New Survey (Project) • Editing a Survey • Distributing a Survey • Accessing Survey Data & Using Analysis Tool 	Qualtrics Support Site Contact Support Online <i>Experienced OUWB faculty</i> <ul style="list-style-type: none"> • Stefanie Attardi sattardi@oakland.edu • Victoria Roach victoriaroach@oakland.edu

Summative Assessment	Moodle Quizzes	Create quizzes comprising questions of various types, including multiple choice, matching, short-answer and numerical.	<ul style="list-style-type: none"> • Making Quizzes in Moodle - Video • Adding Quiz Questions • Importing Questions into a Quiz - Video • Resetting Submissions, and User Overrides • Correcting an Answer 	e-LIS Support Portal OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
	Moodle Assignments	Communicate tasks, collect work and provide grades and feedback. Students can submit any digital content (files), such as word-processed documents, spreadsheets, images, or audio and video clips.	<ul style="list-style-type: none"> • Making Assignments in Moodle - Video • Adding an Assignment • Collecting Assignments • Download Submitted Assignments • Grading Assignments • Grading Assignments - Video • Uploading Feedback Files 	e-LIS Support Portal OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
	ExamSoft	Design and administer an examination in a secure environment. Advanced performance analysis tools.	New Portal Training Handbook	Dr. Yongchao Shi <i>OUWB Director of Student Assessment</i> yongchaoshi@oakland.edu
	YouSeeU	Video Assignments are completed by individuals asynchronously. These video exercises can facilitate repeated skill practice, peer-to-peer collaboration, and the application of knowledge within a real-world context. Once individuals complete a Video Assignment, they submit their recording for personalized feedback and coaching. Individuals build critical thinking and communication skills as they continuously practice, self-assess, and deliver video presentations.	<ul style="list-style-type: none"> • Add a YouSeeU Activity in Moodle • Overview of Individual Project Assignment • Set Up for Individual Project • Overview of Group Project Assignment • Set Up for Group Project • Overview of Question and Answer Assignment • Set Up for Question and Answer 	Bongo/YouSeeU Helpdesk

			Assignment	
Formative Assessment	Moodle Quizzes	Create quizzes comprising questions of various types, including multiple choice, matching, short-answer and numerical.	<ul style="list-style-type: none"> • Making Quizzes in Moodle - Video • Adding Quiz Questions • Importing Questions into a Quiz - Video • Resetting Submissions, and User Overrides • Correcting an Answer 	e-LIS Support Portal OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
	Moodle Assignments	Communicate tasks, collect work and provide grades and feedback. Students can submit any digital content (files), such as word-processed documents, spreadsheets, images, or audio and video clips.	<ul style="list-style-type: none"> • Making Assignments in Moodle - Video • Adding an Assignment • Collecting Assignments • Download Submitted Assignments • Grading Assignments • Grading Assignments - Video • Uploading Feedback Files 	e-LIS Support Portal OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
	YouSeeU	Video Assignments are completed by individuals asynchronously. These video exercises can facilitate repeated skill practice, peer-to-peer collaboration, and the application of knowledge within a real-world context. Once individuals complete a Video Assignment, they submit their recording for personalized feedback and coaching. Individuals build critical thinking and communication skills as they continuously practice, self-assess, and deliver video presentations.	<ul style="list-style-type: none"> • Add a YouSeeU Activity in Moodle • Overview of Individual Project Assignment • Set Up for Individual Project • Overview of Group Project Assignment • Set Up for Group Project • Overview of Question and Answer Assignment • Set Up for Question and Answer Assignment 	Bongo/YouSeeU Helpdesk

	H5P Interactive Content	The H5P activity module enables you to create interactive content such as Interactive Videos, Question Sets, Drag and Drop Questions, Multi-Choice Questions, Presentations and much more.	<ul style="list-style-type: none"> • Installation for Moodle • Creating content in H5P • Tutorials for Different Content Types • Interactive Videos in H5P 	H5P Support Contact Form
Group Work	Moodle Group Choice	The Group Choice module allows students to enroll themselves in a group within a course. The teacher can select which groups students can choose from and the maximum number of students allowed in each group.	<ul style="list-style-type: none"> • Guide to Moodle Group Choice 	e-LIS Support Portal OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
	WebEx Breakout Sessions (Groups)	A host/presenter can create groups, or what WebEx calls Breakout Sessions, which creates a private content sharing session that includes two or more participants. Breakout sessions allow participants to brainstorm and collaborate in small, private groups that can include presenters or other students, away from the main training session.	<ul style="list-style-type: none"> • WebEx User Manual (specifically p. 6 Breakout Sessions) • Scheduling WebEx in Moodle • WebEx - Video 	WebEx 24/7 phone support (866) 229-3239 e-LIS Support Portal OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
	YouSeeU	Video Assignments are completed by individuals asynchronously. These video exercises can facilitate repeated skill practice, peer-to-peer collaboration, and the application of knowledge within a real-world context. Once individuals complete a Video Assignment, they submit their recording for personalized feedback and coaching. Individuals build critical thinking and communication skills as they continuously practice, self-assess, and deliver video presentations.	<ul style="list-style-type: none"> • Add a YouSeeU Activity in Moodle • Overview of Individual Project Assignment • Set Up for Individual Project • Overview of Group Project Assignment • Set Up for Group Project • Overview of Question and Answer Assignment • Set Up for Question and Answer Assignment 	Bongo/YouSeeU Helpdesk

Peer Assessment/ Feedback	YouSeeU	Video Assignments are completed by individuals asynchronously. These video exercises can facilitate repeated skill practice, peer-to-peer collaboration, and the application of knowledge within a real-world context. Once individuals complete a Video Assignment, they submit their recording for personalized feedback and coaching. Individuals build critical thinking and communication skills as they continuously practice, self-assess, and deliver video presentations.	<ul style="list-style-type: none"> • Add a YouSeeU Activity in Moodle • Overview of Individual Project Assignment • Set Up for Individual Project • Overview of Group Project Assignment • Set Up for Group Project • Overview of Question and Answer Assignment • Set Up for Question and Answer Assignment 	Bongo/YouSeeU Helpdesk
	Moodle Workshops	Collection, review and peer assessment of students' work. Students can submit any digital content (files), such as word-processed documents or spreadsheets and can also type text directly into a field using the text editor	Workshop User Guide	e-LIS Support Portal OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
Promoting Student Engagement OUTSIDE of Lecture	Moodle Survey	Create a custom survey for collecting feedback from participants using a variety of question types including multiple choice, yes/no or text input.	Designing a Survey in Moodle	e-LIS Support Portal OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
	Moodle Forum	Have asynchronous discussions i.e. discussions that take place over an extended period of time and do not require participants to contribute at the same time	<ul style="list-style-type: none"> • Forums - Video • Adding a Forum to Moodle • Reply to Forums via Email (Faculty) • Forums: Grading with Rating - Video • Forums: Whole Forum Grading 	e-LIS Support Portal OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
	Moodle Choice	Ask a single question and offer a selection of possible responses.	Guide to Moodle Choice Activities	e-LIS Support Portal

				OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
	Moodle Chat	Text-based, real-time synchronous discussions.	Chat Activity	e-LIS Support Portal OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
	WebEx Meeting	Real-time, video-conferencing classroom environment. It has one application window with voice chat, text chat, an interactive whiteboard for displaying files or webpages, video, and presenter tools. Sessions can be recorded for future viewing.	WebEx User Manual	WebEx 24/7 phone support (866) 229-3239 e-LIS Support Portal OU e-LIS phone support (248) 805-1625 Weekdays 8 am - 8 pm Saturdays 8 am - 1 pm
	Google Hangouts Video Call	Host a video call with up to 25 participants.	Start a Video Call	
	Qualtrics XM	Collect survey responses through a variety of question types. Though XM was designed as survey software, many of the question types mimic activities found in survey software (e.g., display media, create quiz questions, drag-and-drop activities).	<ul style="list-style-type: none"> • Overview of XM Platform • Creating a New Survey (Project) • Editing a Survey • Distributing a Survey • Accessing Survey Data & Using Analysis Tool 	Qualtrics Support Site Contact Support Online Experienced OUWB faculty <ul style="list-style-type: none"> • Stefanie Attardi sattardi@oakland.edu • Victoria Roach victoriaroach@oakland.edu