ECampus 2014 New Features

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Introduction

The purpose of this guide is to present the most notable features and enhancements within Blackboard (eCampus) Learn 9.1 Service Pack (SP) 2014. These include:

- **The Grade Center**
  - **Anonymous Grading**: Instructors can hide student names from submitted assignments for anonymous grading.
  - **Delegated Grading**: Instructors can delegate grading to specific users.

- **SafeAssign Integration**
  - Integrated into regular Learn assignments and has an updated SafeAssign Originality Report.

- **Assessment Question Option**
  - In calculated formula questions, instructors can select the number of decimals or significant figures for the correct answers generated by the system.

- **Blackboard Collaborate Launcher**
  - Available to Windows users giving them parity with Mac users. This utility provides a convenient and reliable way to launch Blackboard Collaborate web conferencing sessions and recordings.

- **Student Preview** function button
  - Instructors can view their course exactly as a student does by using a student account the system generates for them.

*Note: Usually text below an image refers to the image above it.*

**Important:** This is not a training manual. Please refer to the training site for step-by-step instructions at [http://ecampus.support.dcccd.edu/v91/default.html](http://ecampus.support.dcccd.edu/v91/default.html).
Anonymous Grading

Anonymous Grading is available as a setting in Assignments. Additionally, students are alerted to Anonymous Grading in the Upload Assignment page.

In the Grading Options section, select the Enable Anonymous Grading check box and choose how to automatically remove students' anonymity:

- **On specific date**: The system will automatically begin removing anonymity before the end of that date.
- **After all submissions are graded**: After students submit attempts, and the Due Date passes, anonymity is disabled for the graded attempts.

After the first submission, you can turn Enable Anonymous Grading off. If you grade half of the attempts anonymously, then turn off the anonymous setting, the remaining items are graded with revealed names.

Students will be alerted when an assignment will be graded anonymously in Upload Assignments.
**Needs Grading** will only refer to anonymous students by their Attempt ID. From an assignment's option menu, select **Grade All Users** to begin grading.

<table>
<thead>
<tr>
<th>Category</th>
<th>Item Name</th>
<th>User Attempt</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essay</td>
<td>Hwk 1</td>
<td>Anonymous Student (Attempt ID: 6823703)</td>
</tr>
<tr>
<td>Essay</td>
<td>Hwk 1</td>
<td>Anonymous Student (Attempt ID: 6823704)</td>
</tr>
<tr>
<td>Essay</td>
<td>Hwk 1</td>
<td>Anonymous Student (Attempt ID: 6823706)</td>
</tr>
</tbody>
</table>

**Important:** An anonymously graded column will not display grades and will not be included in calculations, reports, or downloads. Grades only appear after anonymity is disabled, e.g. **Due Date** has passed or is deleted.

Instructors must select the **Inline grading** screen or in the **Grade Center History** to see an attempt graded anonymously.

On the **Review Submission History** page or in **My Grades**, students see a graded anonymously icon if their assignments were graded anonymously.
Delegated Grading

Instructors can also delegate grading to one or more users with grading privileges to promote reliability and remove bias. After all delegated graders provide grades and feedback, one or more instructors review the grading to determine a final grade or reconcile it.

**Note:** Instructors can combine delegated and anonymous grading.

In the **Grading Options** section, select the **Enable Delegated Grading** check box and a list of available instructors, teaching assistants, and graders will appear.

A. Use the drop-down list next to each grader’s name to assign submissions to grade.

B. All instructors in a course can see what other graders assigned, but Teaching Assistants and Graders need permission to **view other graders’ scores, feedback, and notes** in the **View Settings** column.

C. In the **Reconcile Grades** column, icons appear for those who can determine the final grade and feedback for each student.

**Important:** Assignments that need grading only appear in their designated grader’s **Notification** Modules, **Needs Grading**, **Updates**, and **Grade Center**.
Each instructor can view what other graders entered in score, feedback, and notes. Again, other graders do not see this information without permission.

After delegated graders begin providing grades, instructors receive notifications that grades need reconciling in Notification Modules, Needs Grading, Updates, and Grade Center.

Reconcile Grades

Instructors can reconcile grades and choose the grade(s) to assign. They can review all grades and feedback made by graders in Needs Grading under Needs Reconciliation or the Grade Center with Reconcile Grades.

Important: Other graders can see the Needs Reconciliation icon in the Grade Center, but do not have access to Reconcile Grades.
On the **Reconcile Grades** page, instructors can view all the grades that all graders assigned and see who still has to grade. For large classes, filter the list by status and grader. Scores that appear with a comment icon have feedback. On this page, accept the grades set by another -OR- review grades assigned by multiple graders and set the final grades.

A. **Show Grader Progress**: View the progress of all graders, what the grader assigned for the average grade for the assignment, and the number of attempts.

B. **Show Detail View**: View or hide existing grades, feedback, and a rubric, if one has been associated, to determine a final grade.

C. **Add Grader**: A pop-up window appears to add one or more graders for this student.

D. **Final Grade**: There are two ways to enter a grade. First the **Final Grade** drop-down list in the column header can reconcile all grades using the highest, lowest, or average of the graders' scores. Second, grades can also be entered individually or by selecting the highest, lowest or average graders’ score.
SafeAssign Integration

**SafeAssign** is now located in **Assignments**.

**Note:** eCampus will recognize previous SafeAssign assessments from previous service packs.

In **Plagiarism Tools**, select **Check submissions for plagiarism using SafeAssign**.

Optionally, select one or both options:

- **Allow students to view the SafeAssign originality reports on their submissions.**
- **Exclude submissions so this assignment is not added to the institutional or global reference databases.**

**SafeAssign** results can be obtained through the **SafeAssign** link in the **Course Tools list**.
The SafeAssign originality report includes:

- Report information appears to the right panel of the report. When the width of the viewing area is reduced, this information appears at the top.

- By default, all citation source highlighting is available. Instructors can select Show/Hide All Highlighting to turn source highlighting off and on for all sources at once.

- Instructors can choose Select Sources and Resubmit to determine which sources they want to include in the next report. By default, all sources are included. Clear the check box for each source you want to exclude from the results and resubmit.
• SafeAssign can list 30 different sources with a designated color. Text matching a source is highlighted in the source color and identified with a number.

• Select a matching block of text to display information about the original source and the probability that the block or sentence was copied from the source.

![Screen shot of SafeAssign matching text and source information](image)

• **SafeAssign** recognizes a student's multiple attempts for an individual assignment as submitted by the same student for the same assignment. **SafeAssign** does not check the contents of the student's current attempt against content from previous submissions.

• If a student includes more than one attachment with an assignment, they are listed in the report. Select a file name link to view the file's text in the left panel and view its word count in the right panel.
The question, **Calculated Formulas**, now accepts **Significant Figures**. In the **Answer Set Options section**, use the **Calculate Answers** drop-down list to select the number of Decimals or Significant Figures for the generated correct answers.
Blackboard Collaborate Launcher

The Blackboard Collaborate Launcher is a utility. It provides a convenient and reliable way for you to launch your Blackboard Collaborate web conferencing sessions and recordings in Windows and Mac. When you select Join Room on the Room Details page or a recording link in the Recordings table, Blackboard Collaborate checks to see if you have the launcher installed. If you do not, Blackboard Collaborate prompts you to download it.

When the launcher is installed, selecting a session or recording link triggers the download of a Blackboard Collaborate friendly file. The launcher uses this file to launch Blackboard Collaborate using a known and stable version of Java. Because the launcher includes the required Java, you do not need to install and maintain the system version of Java.

Install the Blackboard Collaborate Launcher

Use the following steps to download and install the Blackboard Collaborate Launcher.

1. On the Room Details page, select Join Room or, in the Recordings table, select a recording link. Blackboard Collaborate prompts you to download the launcher installer if you have not installed the launcher or if your browser thinks you have not installed the launcher.

   - If this is the first time you are using the launcher, select Download Launcher in the First time using Blackboard Collaborate? pop-up window.
• Apparent first time user: Even if you already installed the launcher, you may be treated as a first time user and be prompted to download the launcher. This can happen if you cleared your cache and cookies last time you exited your browser, use secure or private browsing, or use a different browser.

If this is the case, you do not need to re-download the installer again. In the First time using Blackboard Collaborate? pop-up window, select Launch Blackboard Collaborate now to bypass the download and then open your collaborate file.

2. A pop-up window reminds you to install the launcher. Do not select OK until after you have installed the launcher.

Internet Explorer and Firefox users, if you do select OK now, your prompt to open and run the installer file will be hidden behind a prompt to open the meeting.collab file.

3. Open the Blackboard Collaborate setup wizard. Different browsers handle this scenario differently and the behavior of each browser may vary depending on how you configured your browser settings.
If your browser also prompts you to open the collaborate file, **do not** do so until you have installed the launcher.

When you run the installer, you may possibly see an Installer Information dialog box that says "the cabinet file is corrupt and cannot be used." It means the download of the installer was incomplete. This will happen if you lost connection during download. In which case you will need to download the installer again.

- Firefox prompts you to save the Windows installer BlackboardCollaborateLauncher-Win.msi. Save the file. The default save location is your browser's Downloads library. Open the Downloads library and, when the download is complete, open the file to start the Blackboard Collaborate setup wizard.

- Chrome prompts you to save the Windows installer BlackboardCollaborateLauncher-Win.msi. Save the file. The default save location is your Downloads folder. In the bottom-left corner of your browser window, Chrome shows you the progress of the download. When the download is complete, select the downloaded file to start the Blackboard Collaborate setup wizard.

- Internet Explorer prompts you to run or save the Windows installer BlackboardCollaborateLauncher-Win.msi. Click **Run** to start the Blackboard Collaborate setup wizard.
4. Select **Next** to start the setup wizard and select **Finish** when complete.

The setup wizard installs the Windows launcher and adds it to the Start menu.

5. In the pop-up window reminder, select **OK** to confirm you installed the launcher.

6. Open meeting.collab to join your session or play.collab to play your recording. If you don't see a prompt to do so, open the file in your Downloads folder.
Join a Session

Use the following steps to join your session:

1. Access the **Room Details** page and select **Join Room**. Three things can happen:
   - If this is your first time using the Blackboard Collaborate Launcher, it will prompt you to download and install the launcher. Install it before proceeding.
   - If you installed Blackboard Collaborate Launcher, it will prompt you to open the meeting.collab file.
   - If you installed the launcher but Blackboard Collaborate prompts you to download it, select Launch Blackboard Collaborate now. This may happen in the following situations:
     - You cleared your cache and cookies last time you exited your browser.
     - You are using private or secure browsing.
     - You installed the launcher using one browser but now are launching a session in another browser.

2. Your browser prompts you to open the meeting.collab file. How you open the file depends on which browser you are using. The behavior of each browser may vary depending on how you configured its settings.
   - Firefox asks you what to do with the collaborate file. Select **Open with** and then **Blackboard Collaborate Launcher** from the drop-down list. If there is no drop-down list, select Choose and open your Downloads folder to select Blackboard Collaborate Launcher.
The option Do this automatically for files like this from now on does not work due to a bug in Firefox. If you want to open files automatically next time, use Chrome.

- **Internet Explorer** asks you what to do with the collaborate file. Select **Open**.

  ![Internet Explorer option](image)

- **Chrome** presents the collaborate file at the bottom of your browser window. Select the file name.

  ![Chrome option](image)

If you want future session files to open automatically, select **Always open files of this type** from the menu and then double-click the file name.

![Always open files of this type](image)

Your **Blackboard Collaborate** session opens.
Student Preview Button

Instructors no longer have to login with their fake student account to view their course exactly as a student. Instructors can now view their course as a student by using the new student preview button ( ).

With student preview, you can experience your course exactly as your students do. While in student preview mode, you can do the following student activities:

- Submit assignments
- Take tests
- Create blog and discussion posts
- Create journal and wiki entries
- View student tools, such as My Grades

**Note:** Student preview is different from using Edit Mode. When Edit Mode is ON, you see all the course content and the editing controls for each item. Edit Mode OFF hides the editing controls but still displays any content that would normally be hidden from a student. Also, it doesn’t enable you to see student-only content, such as My Grades.

Enter Student Preview Mode

To enter student preview mode, select the ( ) Enter Student Preview function, at the top-right corner of your course pages, next to the Change Course Theme function.

Student preview creates a student account, called the preview user account, logs you in as that student and enrolls you in the current course. When you enter student preview mode, the student preview bar appears at the top of every page. The bar displays the text **Student Preview mode is ON** and has Settings and Exit Preview buttons.

Student preview mode is active only in the courses where you enable it. You are still an instructor in the rest of Blackboard Learn. The same preview user account will be used when you enter student preview mode in more than one course.
Understanding Your Preview User Account

When you enter student preview mode and are logged in to your course with the preview user account, your preview user appears in the course roster and is visible to all students enrolled in the course. Students and administrators can easily identify this as your preview user account by the way it is named: its last name is your last name appended with “_PreviewUser” and its username is your username appended with “_previewuser.”

**Note:** If you are teaching a course with another instructor, you will each have your own preview user account.

![Users](image)

As a preview user, all the data associated with your activities are captured by Blackboard Learn, such as submitted assignments and discussion posts. In fact, other students can interact with your preview user. For example, they can reply to your posts as though you were another student enrolled in the course.

Exit and Delete Your Preview User Account

Select Exit Preview to exit the student preview.

![Exit Preview](image)

When you exit the student preview, you are prompted to keep or delete the preview user and all its associated data.
Delete the Preview User and Data

![Exit Student Preview dialog box](image)

**Important:** Remove the preview user and its associated data.

In the **Exit Student Preview** dialog box, select **Delete** the preview user and all data. If you want, select **Remember this choice** and **do not ask again**. The course will automatically complete your choice each time you exit student preview.

**Note:** To change this setting at any time, select **Settings** in the student preview bar.

Deleting the preview user has the following effects:

- All activity conducted or created as the preview user is removed from the course permanently. This includes test attempts, assignment submissions, grades, and discussion posts. Also deleted is any interaction an enrolled student has with the preview user, such as replies to a preview user’s discussion posts.

- The preview user is unenrolled from the course. If the user is not enrolled in another course, the preview user account is deleted.

**Note:** You can unenroll the preview user account from a course using the traditional enrollment tools. If this is done, some of the activity conducted or created as the preview student remains in the course but is made anonymous. For example, discussion posts are retained but made anonymous.
Enhanced Cloud Profile (For Students)

Profiles show peers and employers what has been accomplished in classes, projects, volunteering, internships, and work experience.

The Enhanced Cloud Profile for Blackboard Learn provides students with their first professional profiles. The added features help users demonstrate competencies they have developed through their educational journeys in a visual and uniquely compelling way. Leveraging the MyEdu profile experience, the Enhanced Cloud Profile will allow students to showcase the following:

- Work Experiences
- Projects
- Membership in Organizations
- Competencies

Students access the new Enhanced Cloud Profile by navigating to their profile in Blackboard Learn. A wizard walks them through the setup process. All previous information students have entered is retained and used in their new Enhanced Cloud Profiles.

About Profiles

A profile is not the same as your user account.

- A user account is a reflection of your student registration information at your institution. You can edit your user account information by editing your personal information.
- A profile is a reflection of how you want to present yourself to your peers, classmates, instructors, and employers. In your Blackboard profile, you decide what you want to be called, what your academic interests are, and anything else you want to share.

Profiles are stored in the Blackboard cloud—not at your institution. This means that you can keep your profile through your academic and professional life. If you enroll at a different institution or join the workforce, you can maintain your academic relationships and networks using the same profile.

With the profiles update, you can now share your profile with employers.
Updated Profile

With the update, you can carry your educational identity outside the institution and share it with not only your peers, but also employers. Learn profiles are now connected to profiles on MyEdu—a site dedicated to helping students achieve their goals and position them for career success.

Terms of Service Agreement

If prompted, you must agree to the Blackboard Terms of Service before you can continue using your previously created Profile, or accessing People, Messages, or Spaces. You will be asked to agree to the terms of service the first time you access any of those tools.
When student access their profile for the first time or first time after the update, they will be taken to the **Blackboard + myEdu** welcome page.

Make a selection to begin:

- I Have A MyEdu Account
- I Don't Have A MyEdu Account

**Important:** If you have multiple Blackboard Learn accounts, you are able to condense them into a single profile. You can connect with an existing MyEdu account or create a new one.
For new accounts, provide the following information:

- First and last names
- The institution you are attending (instructors can choose to add who they are employed by)
- The degree and major or concentration you are taking
- Your graduation year
- Your email address
If you have an existing MyEdu account, reconcile any duplicate information.

Select new privacy settings.

After the registration process, you are taken to your cover page and you can begin adding tiles.