

UW Colleges Instructional Technology

D2L Cool Tools

Please check in!

<input type="checkbox"/> Baraboo	<input type="checkbox"/> Marshfield
<input type="checkbox"/> Barron	<input type="checkbox"/> Richland
<input type="checkbox"/> Fond du Lac	<input type="checkbox"/> Rock
<input type="checkbox"/> Fox Valley	<input type="checkbox"/> Sheboygan
<input type="checkbox"/> Manitowoc	<input type="checkbox"/> Washington
<input type="checkbox"/> Marathon	<input type="checkbox"/> Waukesha
<input type="checkbox"/> Marinette	<input type="checkbox"/> Central

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April 26, 2005

Patricia J. Fellows

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Topics for Today

- Dropbox
- Pager
- Checklist
- Glossary

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Dropbox

- Admin Interface
 - Create and manage folders
 - Restrict submission dates
 - Tie to a grade item
 - Edit folder
 - Restrict submission dates
 - Delete folder
 - Order folders

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Dropbox Management

- Display
 - Show "Everyone" dropdown menu
 - "View By", "Search for" and "Paging"
 - E-mail option
- Individual student information
 - Uploaded files
 - Download files
 - Feedback and grading (caution about delete)

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Pager

- Pager preferences
 - Notifier
 - Sound
- Adding and removing contacts
- Sending and receiving a page (Classlist)
- Reviewing history of pages to and from a user

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Checklist

- Creating a new Checklist
 - Top level name – use semester **BP**
 - New Category – lesson, unit, topic
 - Click on Category title
 - New item
 - Name
 - Due Date and Calendar (optional)
 - Description (optional)
 - Link – use link for sub-checklists
 - Quicklink only links to full list for course

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Glossary

- Click Administration
- Add New Items
- Import Items – Excel format
- Delete Items
- Navigating the Glossary

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Next Steps

- Request a course site - get request form from Pat Fellows
- Watch for trainings on campus or on WLW
- Check out the WLW archive site - <http://www.uwc.edu/training/wlwarchive/index.htm>
- Use the D2L Training & Support site
