Working in "my courses"

Overview

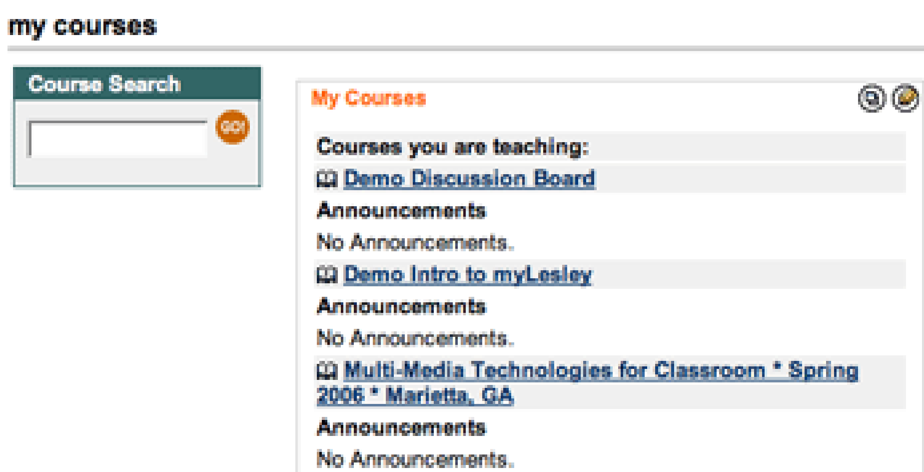
Each new course in myLesley is created using a standard template with similar, customizable navigation areas within each newly created course shell.

Within these tools there are more advanced features. For more information on these advanced features, please contact 1-888-myLesley or view the eLearning and Instructional Support myLesley Tips & Tutorials resources page at http://www.lesley.edu/elis/resources/mylesleytutorials.html.

Locate a Course

1. Choose **my courses** from the tab list.

2. Under "My Courses" go into the course or "my Space" by clicking on the name of the course, which is a link.

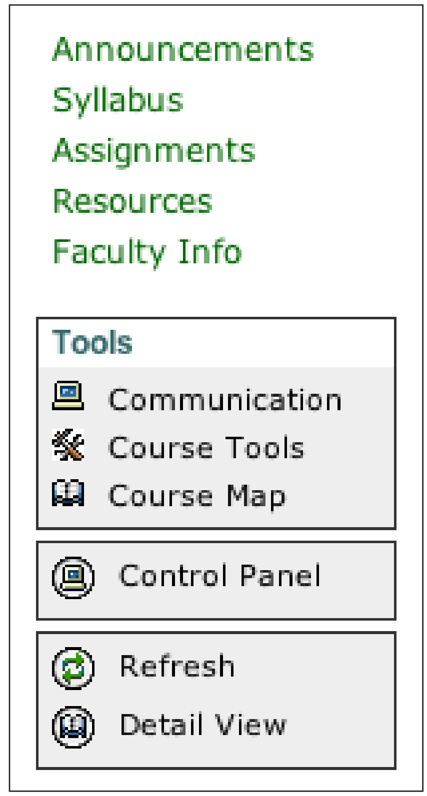


Working in "my courses" (continued)

Main Navigation Menu

Each course is generated using a standard course shell. This shell includes the following:

- Announcements
- Syllabus
- Assignments
- Resources
- Faculty Info



Communication

The Communication area contains tools to help members communicate with one another. The most popular tools are enabled by default such as the Discussion Board, Roster and Send Email. Faculty/Leaders can turn items on or off.

Course Tools

The Course Tools area contains various tools to help members of the course or community to work together collaboratively.

Control Panel

The control panel is only viewable by the course instructor and TA only. This allows the instructor to edit and customize areas of the course.

Refresh

Changes to the main navigation menu appear when you return from the Control Panel. If you do not see the change appear, choose the "Refresh" button at the bottom of the main navigation menu.

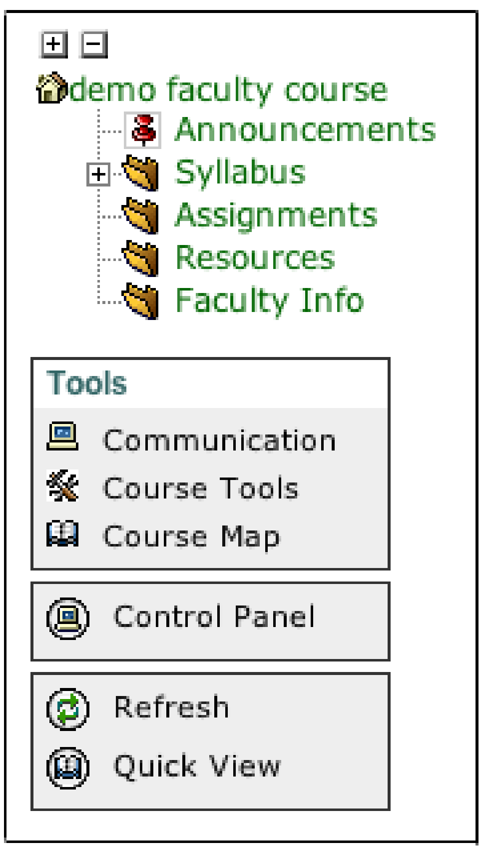
Detail View/Quick View

This option is known as the “Advanced Course Menu.”

The “Quick View” is the default setting for the navigation menu, while the “Detail View” allows users to expand and collapse the Course Menu, and displays a clickable link to each item in the course allowing the user to click jump to a specific folder or item. This is particularly useful if faculty/facilitators have deep sub-folders.

Users can customize their personal view by toggling between the Quick View and the Detailed View; or the faculty/facilitator can disable this feature for the user/student and choose one or the other.

Detail View



Quick View

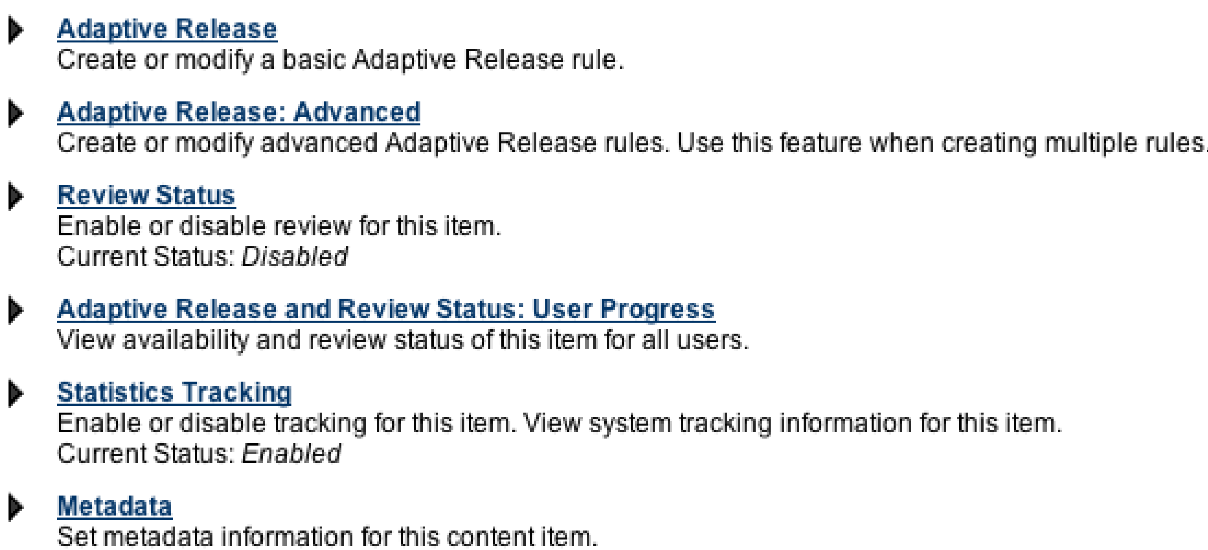
Adaptive Release

This is a more advanced tool that allows an instructor to create an individual student centered learning experience through course content and activities. Content items, assessments, assignments, or other activities can be released to students based on a set of criteria including: date and time, specific users, group membership, grades or attempts on a particular test or assignment, or Review Status of another item in the course.

Review Status

If a faculty has enabled Review Status, students are able to mark items as “read” to help them manage their learning experience. This tool works independently or with the Adaptive Release feature to help instructors scaffold the learning experience.

To access these features in a content area, click on “Edit View” and click **Manage** next to the content item you wish to update. A menu screen will appear with several of these new features.



Performance Dashboard

This tool gives instructors the ability to see user performance and activity information for better one-on-one student centered learning.

To access the Performance Dashboard, go into the Control Panel, and click on **Performance Dashboard** located under the "Assessment" menu.