



From the kitchen of: Center for Innovative Learning



What's cooking: Secret Sauce for Online Course Organization

INGREDIENTS

BlackBoard Course Template

Your Digital Materials

TIPS

* A user-friendly and consistent organizational structure reduces the amount of time and the number of clicks required to locate instructional materials.

* The Bb Online Course Template addresses essential elements of quality course design based on over a decade of research. The template includes pre-populated information and a suggested organizational structure to save time building your course site.

* The template can be enhanced to meet the unique needs of your course(s) or program. It is a great way to present a consistent brand message, reduce the time spent updating information and files that are referenced in multiple courses, and reduce the time students have to spend learning how to navigate each course site.

* Contact the CIL for more information on how you can enhance the look and feel of your course(s)!

METHOD

1. Organize your digital materials into a course structure by weeks, modules, or topics.
2. Submit an ACPHS Support Ticket to have the Bb Online Course Template copied into your course site.
3. Modify the areas of the template that are highlighted in yellow.
4. Create content areas in the course site that reflect your organizational structure (i.e. weeks, modules, or topics).
5. Upload your digital materials into the content areas.