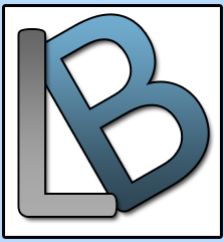


# Learning Bytes

## Communicating with your Students using Brightspace

**Learning Bytes Session  
January 2019**



# What we are Covering

Announcements

Emails

Instant Messaging

Discussion Forums

Chat

Activity Feed

FAQ/  
Glossary

Video Notes

Intelligent Agents



# Announcements, Emails and Instant Messages

Jane Merrington



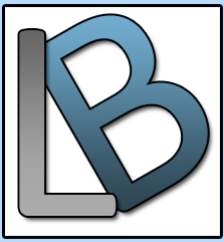
## Discussion Forums

**Ben Fisher**



**Chat**

**Jordan Holland**



## What are the features of Chat?

- Chatrooms created like any other activity
- Unlike Discussion Boards, Chats happen in real-time.
- Can be given time restrictions
- NOT created by students
- Can choose who is added to the chat (can also be a person outside of the module)
- Saves the chat log

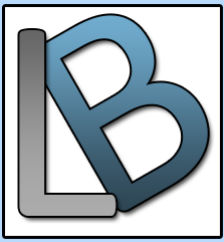
## Why would you use Chat?

- Brainstorm ideas
- Debate / Discussion
- QA



# Activity Feed

Jordan Holland



## What are the features of Activity Feed?

- Informal / Social media aesthetic
- Students can't dismiss posts
- Students can comment (this can also be disabled)
- Can link to content directly

## Why would you use Activity Feed?

- Update students of module-specific events (conferences etc.)
- Link quickly to useful resources
- Interact with the class to obtain feedback from students
- Reminders for module-specific content





## FAQ and Glossary

Sue Folley



## Video Notes

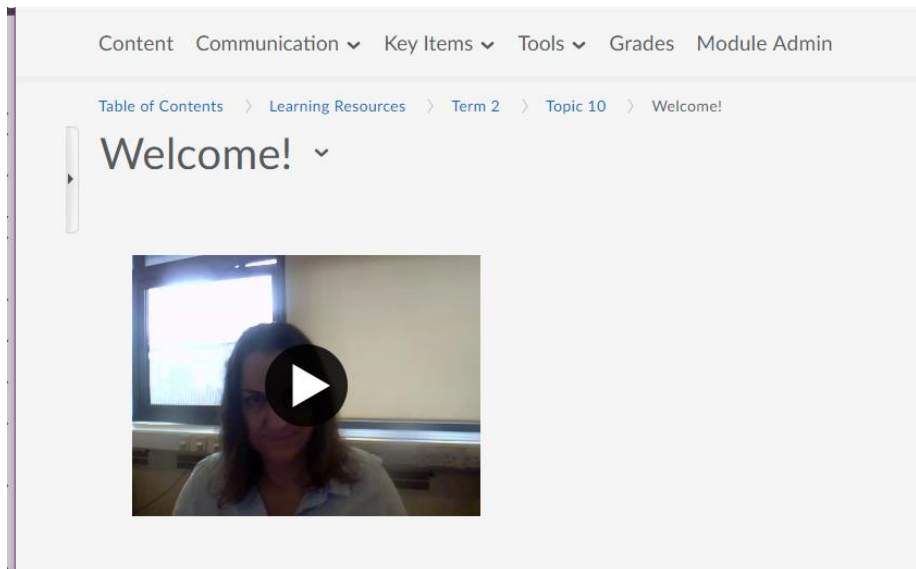
Sue Folley

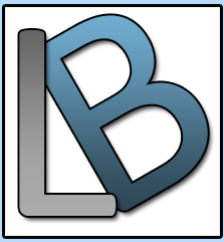


## What are Video Notes?

- Video notes are short talking-head videos created directly in Brightspace
- All you need is access to Brightspace and a web cam (either in-built or add-on).
- You can re-use previously created video notes

## What do Video Notes look like?





## Where would you use Video Notes?

- In Announcements – to welcome students to the module.
- In Content – to explain a task or difficult concept.
- In Assignment Feedback – as video feedback.

## What are the benefits of using Video Notes?

- It adds more of a personal touch than just text, increases teacher and social presence.
- It makes the module more engaging.
- They are quick and easy to do.

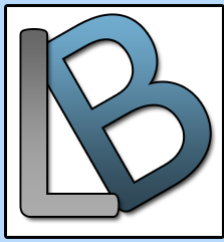
## Good practice/tips on use

- Don't over use them – then they will have better impact.
- Use to welcome students to the module, it provides a nice personal touch.
- You can re-use them, so you may want to make them more generic for future use.



# Intelligent Agents

Sue Folley



## What are Intelligent Agents?

Intelligent Agents are just Automatic Emails. These can be set up with any combination of release conditions and can be fully automated to send email notifications when the given criteria is met.

## What do Intelligent Agents look like?



D2L Support <email@huddersfield.brightspace.com>

Richard Skowron

Congratulations on your Fantastic Quiz Results in the Brightspace Bytes module!

Dear Richard,

This is just to say many congratulations for achieving at least 80% on every quiz in Units 1-10 in the Brightspace Bytes Training Module. That is a fantastic result!

Please continue to work through any of the other units on the module which may be of interest. If you click on Awards in the nav bar on the module you will see you have achieved an award for each quiz that you have scored at least 80% in. Let's see how many awards you can collect!



## Where would you use Intelligent Agents?

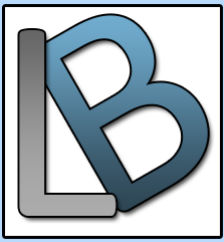
- To send reminders to students.
- To provide you with reports so that you can take action e.g. students not logging into the module or submitting some assessment.
- To provide positive messages such as congratulating a student on working through tasks, finishing content or getting good quiz results.

## What are the benefits of using Intelligent Agents?

- Efficiency: you can automate emails which can save a lot of time, especially on large modules.
- Engagement: they can be sent to students who are not engaging which may improve retention
- Positive reinforcement: for achieving something such as a good result on a quiz or completing a checklist or task.
- You can use the personalisation commands to personalise them more.

## Good practice/tips on use

- Think carefully about whether you want the agent to send an email to the student, or to you, or even both.
- Sending an email to just yourself gives you another chance to decide whether to contact the student or not.
- Use the agents sparingly as repetitive emails may lose effectiveness.
- Manual versus Automatic: Automatic agents run once a day or less, Manual requires you to run the agent.



## More Information on all these Tools

- Brightspace Bytes Training Module
- How-to Guides on the ipark  
<https://ipark.hud.ac.uk/content/brightspace-how-guides>
- Many covered under the staff development courses.....





# Upcoming Staff Development Courses

- Fri 8<sup>th</sup> Feb (13:15-14:15): An Introduction to the Interactive Tools in Brightspace
  - *Covering discussion forums, blogs and wikis*
- Tues 12<sup>th</sup> Feb (13:15-14:15): Brightspace Module Enhancement Workshop
  - *Ideas for enhancing your modules and an opportunity to try something out*
- Weds 13<sup>th</sup> Feb (09:00-11:00): Learning Technology Drop-in Session
  - *Bring any Brightspace or other Learning Technology question – no need to book*
- Weds 13<sup>th</sup> Feb (13:15-14:15): An Introduction to Communication Tools in Brightspace
  - *Covering announcements, email and instant messaging*
- Tues 19<sup>th</sup> Feb (12:15-13:15): More Communication Tools in Brightspace
  - *Covering activity feed, chat, FAQ, Glossary and video notes*



*Thank you!*

*Any Questions  
or Comments*

*???*