



From the Director:

Dear Friends,

With Thanksgiving just around the corner, we can all look forward to a few days of break and (hopefully) some time to relax and re-energize before returning for the home stretch.

I encourage you to contact us for any help you might need as you finish this semester and begin planning for Spring.

Best wishes for a happy holiday!

Michele Jackson

Associate Professor, Communication
Director, ASSETT

TIPS and TRICKS

Time sure flies! Another month, and we'll be busy with exams, papers and grading. That means now is the time to take extra care so all goes smoothly during the end of semester rush. Here are a couple of tips to follow.

1. Backup your gradebook on D2L

If you use Gradebook on D2L, we highly recommend periodically backing it up. To learn how to export course grades refer to this tutorial provided by OIT: [D2L - Export Grades](#)

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ABOUT US

[Teaching and Learning](#)

[Consultants](#) seek to inform, facilitate connections and encourage inspiration in those exploring new way of teaching with technology.

[Our Creative Services Web](#)

[team](#) is comprised of talented experienced web and graphic designers committed to bringing fresh design ideas to your academic web site redesign.

[ASSETT's Teaching](#)

[Technology Assistants](#) are familiar and comfortable with technology. Their primary goal is to help people in A&S learn to use and maintain technology in an educational

2. Download Your Students' Dropbox Submissions

Planning a trip to a place with no or little Internet, but would like to get some grading done? If so, you can download your student submissions from a dropbox to a zip (compressed) file and save it locally on your computer. To learn about this process visit the following tutorial: [D2L - Download All Dropbox Folder Submissions](#)

3. Learn How To Calculate & Release Final Grades

Has it been a while since you've used this feature on D2L? Would you like to make sure your grades are accurate? Then take a couple of minutes to go through this tutorial, and learn about calculating and releasing your final grades. [D2L - Calculate & Release Final Grades](#)

EDUTECH OF THE MONTH:

Have you ever considered offering virtual office hours? Or, providing your students with a virtual space where they can collaborate with each other when busy schedules don't allow in person meetings? How about recording screencasts for exam reviews or Q&A sessions? If so, consider taking a look at Zoom.

What is it?

Zoom is the cloud-based HD video meeting service. It unifies video conferencing, simple online meetings, group messaging and high quality screen sharing into one easy-to-use tool.

Why use it?

Beyond holding virtual office hours (think snow days), or virtual collaboration space for your students' group projects, Zoom also allows you share your screen and record your sessions. Potentially, this can be used to create quick screencasting videos! In these videos you can go over a difficult concept, answer students' questions, or provide feedback on students' work.

How can I learn more about it?

Are you intrigued, and would like to get your hands on this tech tool? Zoom is provided at no cost to all CU-Boulder affiliates. You can read [this detailed FAQ](#) to learn more about this tool, or start using it by visiting this page: [Zoom - Web Conferencing](#)

environment, rather than to fix broken technology.

Contact us:

asset@colorado.edu or
303.735.3813

[ASSETT Custom Tools and Applications](#) Places, OCR, Syllabus Archive, and SPARC



CONNECT WITH US

WHAT'S NEW AT ASSETT?

Do you need help with instructional technologies you currently use or would like to use in the future? If so, stop by to see ASSETT's TLCs during the "open office hours"! Come in with your questions, and get instant help.

When

Monday, December 1st: 10:00-12:00 and 1:00-3:00
Tuesday, December 2nd: 10:00-12:00 and 1:00-3:00
Wednesday, December 3rd: 10:00-12:00 and 1:00-3:00
Thursday, December 4th: 10:00-12:00
Friday, December 5th: 10:00-12:00 and 1:00-3:00

Where

HUMN 1B25

Sampling of technologies we can help you with:



ASSETT Custom Tools and Applications

[PLACES](#) [OCR](#) [SYLLABUS ARCHIVE](#) [SPARC](#)

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