



Center for Teaching & Learning

Starting Small with Brightspace:

1 + 1 = Success!

YOUR BRIGHTSPACE TO DO LIST

Now:

Know that we are starting small – this session emphasizes small things that can make a big impact on students.

Know where to get help to learn Brightspace over time.

- Contact us: clt@uvm.edu
- Visit us: <http://www.uvm.edu/ctl/events>

Later:

Make sure you are associated with your courses in Banner.

Brightspace receives course, instructor, & student enrollment from Banner.

Check your email and look for the CTL follow up message – we'll send you all resources mentioned in this presentation.

AGENDA

- Create A Welcoming Environment
 - Announcement
 - Syllabus
- Options for Starting Small
 - Assignments
 - Organize Content
- Questions

INSTITUTIONAL HOME PAGE

The screenshot shows the Brightspace institutional home page for The University of Vermont. At the top left is the university logo and name. On the right, there are navigation icons for a grid, email, chat, and notifications, along with a user profile for Michele Smolik. A green navigation bar contains links for My Home, Calendar, Quick Eval, Discover, and Help & Resources. Below this is a large banner image of a stone carving with the text "Welcome to Brightspace!". The main content area is divided into two columns. The left column, titled "My Courses", has tabs for All, Pinned, Migrated, Non-Credit, Sandboxes, and Training & S. It displays two course cards: "CTL0123B: Brightspace Assignments" and "MSMOLIK0123C: Sandbox Space C". The right column, titled "Announcements", features a blue headline "Brightspace is now UVM's official learning management system!" and a text block providing technical support information for students and a reference to a Quick Start Guide for faculty.

The University of Vermont

MS Michele Smolik

My Home Calendar Quick Eval Discover Help & Resources

Welcome to Brightspace!

My Courses

All Pinned Migrated Non-Credit Sandboxes Training & S

CTL0123B: Brightspace Assignments
CTL_TRAINING_0123B

MSMOLIK0123C: Sandbox Space C
MSMOLIK_SANDBOX_JAN23C

Announcements

Brightspace is now UVM's official learning management system!

Students, the UVM Tech Team provides student technical support. This Knowledge Base article provides [information to help get you started](#), including how to download the Pulse app, which is Brightspace's mobile app. If you have questions, please contact the Tech Team by [submitting a support ticket](#). Additional information can be found on the Help & Resources on the green navigation bar above.

Faculty, the Center for Teaching & Learning (CTL) can help you get started with Brightspace. This [Quick Start Guide](#) is a good place to begin. CTL continues to host workshops on a variety of topics, adding new topics as the semester progresses. See the [CTL events](#)

COURSE HOME PAGE



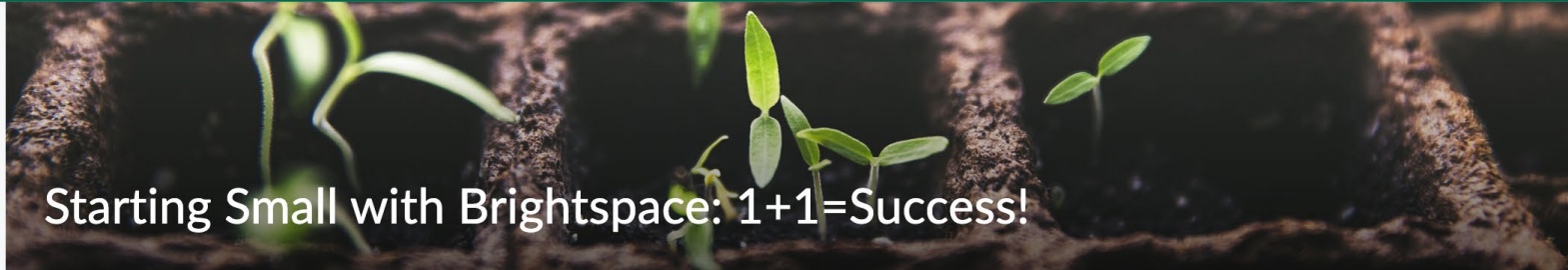
CTL0123K: Starting Small with Brightspace



MS Michele Smolik



[Course Home](#) [Content & Activities](#) [Grades & Feedback](#) [Course Tools](#) [Course Admin](#) [Help & Resources](#)



Starting Small with Brightspace: 1+1=Success!

Announcements ▼

Welcome ▼

Michele Smolik posted on Aug 17, 2023 1:26 PM

Welcome to Starting Small with Brightspace: 1+1=Success!

This workshop was designed for instructors who are teaching in Fall 2023 and just starting to learn Brightspace. It presents a low-stress, small approach to using Brightspace quickly. You can learn much more about Brightspace later in the semester, but if you're just getting started now, we recommend this 1+1 approach.

[Show All Announcements](#)

Calendar ▼

Monday, August 21, 2023

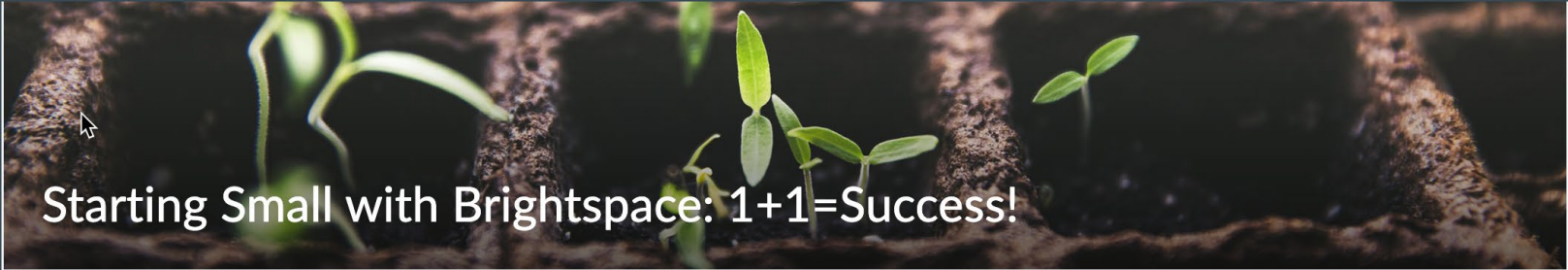
Upcoming events ▼

AUG	11:59 PM
25	Assignment 1 - Due

1+1. CREATING A WELCOMING ENVIRONMENT

- Create A Welcoming Environment
 - Add an Announcement
 - Add a Syllabus with Welcome message

ADD AN ANNOUNCEMENT



Starting Small with Brightspace: 1+1=Success!

Announcements ▾

There are no announcements. [Add an announcement](#)

- Go to Announcements Tool
- New Announcement
- Reorder Announcements
- RSS
- Notifications
- Collapse this widget

Calendar ▾

Monday, August 21, 2023 ▶

Upcoming events ▾

AUG	11:59 PM
25	Assignment 1 - Due

ADD AN ANNOUNCEMENT

Course Home Content & Activities Grades & Feedback Course Tools Course Admin Help & Resources

New Announcement

General

Headline *

Welcome!

Content *

Paragraph B I U A [List Icons] [Link Icon] [Table Icon] [Summation Icon] [Grid Icon] + Lato (Recomm... 17.1px [More Icons]

Welcome to the course!

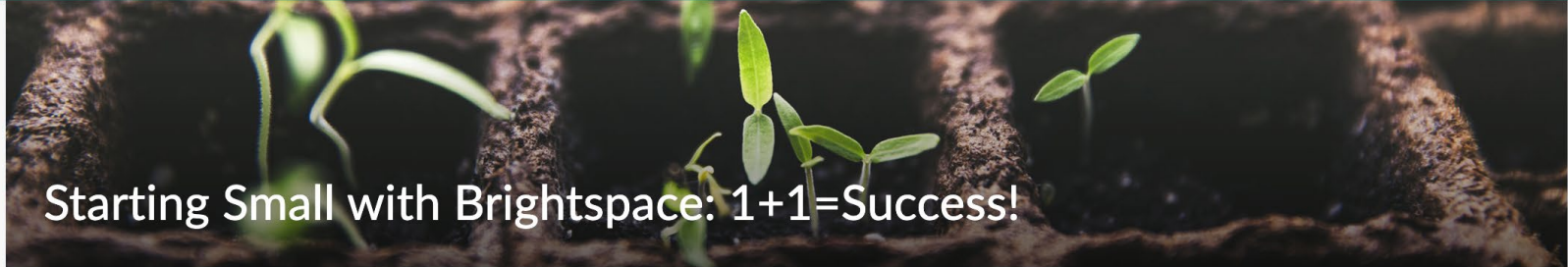
To get started, please go to the **Content & Activities** area and locate the syllabus at the top of the page.

Availability

Publish Save as Draft Cancel

ADD AN ANNOUNCEMENT

Course Home Content & Activities Grades & Feedback Course Tools Course Admin Help & Resources



Starting Small with Brightspace: 1+1=Success!

Announcements

Welcome!

Michele Smolik posted on Aug 21, 2023 11:29 AM

Welcome to the course!

To get started, please go to the **Content & Activities** area and locate the syllabus at the top of the page.

[Show All Announcements](#)

Calendar

Monday, August 21, 2023

Upcoming events

AUG	11:59 PM
25	Assignment 1 - Due

COURSE CONTENT

The screenshot displays a course management interface with a green navigation bar at the top. The 'Content & Activities' tab is highlighted with a red box. Below the navigation bar, there is a search bar labeled 'Search Topics' and a 'Syllabus' dropdown menu. The main content area shows a 'Syllabus' section with a prompt to 'Add a welcome message, overview, or description...' and an 'Add Attachment' link. On the left sidebar, there is a list of course items: 'Syllabus', 'Bookmarks', 'Course Schedule' (1), 'Table of Contents' (4), 'Week 1' (2), and 'Course Readings' (2). A purple box labeled 'Modules' has two red arrows pointing to the 'Week 1' and 'Course Readings' items. At the bottom of the sidebar, there is an 'Add a module...' input field. In the top right corner, there are 'Print' and 'Settings' icons.

Item	Count
Syllabus	
Bookmarks	
Course Schedule	1
Table of Contents	4
Week 1	2
Course Readings	2

ADD A SYLLABUS

The screenshot displays a course management interface with a dark green top navigation bar containing the following menu items: Course Home, Content & Activities, Grades & Feedback, Course Tools, Course Admin, and Help & Resources. On the left, a sidebar lists various course components: Syllabus (highlighted with a red box), Bookmarks, Course Schedule (1), Table of Contents (4), Week 1 (2), and Course Readings (2). Below the sidebar is an 'Add a module...' input field. The main content area is titled 'Syllabus' and includes a 'Print' button and a 'Settings' button. A dropdown menu is open under the 'Syllabus' title, showing 'Add an attachment' and 'Add Attachment' options. A red arrow points to the 'Add an attachment' option.

ADD A SYLLABUS

The screenshot shows a course management interface for 'CTL123G: Brightspace Tools for Student Su...' at The University of Vermont. The user is Michele Smolik. A modal dialog titled 'Add a File' is open, providing instructions for adding a file. The dialog contains the following elements:

- Text: 'Drop file here, or click below!' followed by a red circle with the number '1' and a purple box containing the text 'Drag and drop file'.
- Text: 'OR'.
- Text: A red circle with the number '2' and a purple box containing the text 'Click Upload to select file'.
- Buttons: An 'Upload' button with a circular arrow icon.
- Buttons: 'Add', 'Back', and 'Cancel' buttons at the bottom of the dialog.
- The 'Add' button is highlighted with a red rectangular border.

The background interface includes a search bar for 'Search Topics', a sidebar with navigation options like 'Syllabus', 'Bookmarks', 'Course Schedule', 'Table of Contents', 'Week 1', and 'Course Readings', and a 'Print' button with a printer icon and a 'Settings' button with a gear icon.

ADD A SYLLABUS

The screenshot shows a course management system interface. At the top is a dark green navigation bar with links: Course Home, Content & Activities, Grades & Feedback (with a dropdown arrow), Course Tools (with a dropdown arrow), Course Admin, and Help & Resources (with a dropdown arrow). Below this is a light green sidebar on the left containing a search box labeled 'Search Topics' and a list of navigation items: Syllabus (highlighted), Bookmarks, Course Schedule (with a '1' badge), Table of Contents (with a '4' badge), Week 1 (with a '2' badge), and Course Readings (with a '2' badge). At the bottom of the sidebar is a text input field labeled 'Add a module...'. The main content area has a dark green header with 'Syllabus' and a dropdown arrow, and 'Print' and 'Settings' icons. Below the header is a text prompt: 'Add a welcome message, overview, or description...'. A dashed box contains the text 'Drag a file here to update the attachment'. Below this is a document viewer showing a syllabus document. The document has a toolbar with search, navigation, and zoom controls, and buttons for 'View as Text' and 'Download'. The document content includes a title 'Syllabus Fall 2023' and several sections with blue headers and descriptive text: 'Course Number, Title, Credit Hours', 'Meeting Time, Meeting Pattern, Location', 'Instructor Name, Contact Information, Office Hours', 'Teaching Assistant Name(s), Contact Information, Office Hours', 'Tutors and other support name(s), contact info', 'Technical support for students', and 'Pre-requisites or co-requisites'. The document also includes a URL for technology resources and contact information for a Helpline.

Course Home Content & Activities Grades & Feedback Course Tools Course Admin Help & Resources

Search Topics

Syllabus

Bookmarks

Course Schedule 1

Table of Contents 4

Week 1 2

Course Readings 2

Add a module...

Syllabus

Print Settings

Add a welcome message, overview, or description...

Drag a file here to update the attachment

1 of 10 Automatic Zoom View as Text Download

Syllabus Fall 2023

Course Number, Title, Credit Hours

Meeting Time, Meeting Pattern, Location

Instructor Name, Contact Information, Office Hours

Teaching Assistant Name(s), Contact Information, Office Hours

Tutors and other support name(s), contact info

Technical support for students

Pre-requisites or co-requisites

Catamount Core/General Education (e.g., AH1; D1) or other requirements satisfied (if applicable). Please include corresponding outcomes information. Please list the

Syllabus Fall 2023

Course Number, Title, Credit Hours

Meeting Time, Meeting Pattern, Location

List meeting pattern and time (e.g.MWF 10:50-11:40). Please do not schedule any regular class meetings or exams outside of your meeting time, as this results in significant schedule conflicts for students. For hybrid and online courses, please list the modality and use the Modality Description/Outline section below to explain the course meeting pattern.

Instructor Name, Contact Information, Office Hours

Offer information about the best way to contact you and when you will conduct office hours, including any information on requesting and joining remote appointments.

Teaching Assistant Name(s), Contact Information, Office Hours

Tutors and other support name(s), contact info

Technical support for students

Students, please read this technology checklist to make sure you are ready for classes. <https://www.uvm.edu/it/kb/student-technology-resources/>

Students should contact the Helpline (802-656-2604) for support with technical issues.

ADD A SYLLABUS

Course Home Content & Activities Grades & Feedback Course Tools Course Admin Help & Resources

Search Topics

Syllabus

Bookmarks

Course Schedule 1

Table of Contents 4

Week 1 2

Course Readings 2

Add a module...

Syllabus

Print Settings

Paragraph Calibri,sans-se... 12pt

Welcome to [course name], where we will learn / practice... [course<>lives].

Maybe you've been looking forward to this class, maybe you're nervous about it. Rest assured; you belong here. I am very glad to welcome you to this course and I am committed to helping you succeed.

I look forward to listening to your [ideas about...course topic OR ambitions/goals for...course name] as I get to know you through [your papers / assignments / class discussion...] this term.

Syllabus Welcome Text

Update

Cancel

Drag a file here to update the attachment

1 of 10 Automatic Zoom View as Text Download

Syllabus Fall 2023

Course Number, Title, Credit Hours

Meeting Time, Meeting Pattern, Location

Instructor Name,

Syllabus Fall 2023

Course Number, Title, Credit Hours

Meeting Time, Meeting Pattern, Location

List meeting pattern and time (e.g.MWF 10:50-11:40). Please do not schedule any regular class

ADD A SYLLABUS

Syllabus Print

Welcome to [course name], where we will learn / practice... [courseϕlives].

Maybe you've been looking forward to this class, maybe you're nervous about it. Rest assured; you belong here. I am very glad to welcome you to this course and I am committed to helping you succeed.

I look forward to listening to your [ideas about...course topic OR ambitions/goals for...course name] as I get to know you through [your papers / assignments / class discussion...] this term.

1 of 10 Automatic Zoom View as Text

Syllabus Fall 2023

- Course Number, Title, Credit Hours**
- Meeting Time, Meeting Pattern, Location**
List meeting pattern and time (e.g.MWF 10:50-11:40). Please do not schedule any regular class meetings or exams outside of your meeting time, as this results in significant schedule conflicts for students. For hybrid and online courses, please list the modality and use the Modality Description/Outline section below to explain the course meeting pattern.
- Instructor Name, Contact Information, Office Hours**
Offer information about the best way to contact you and when you will conduct office hours, including any information on requesting and joining remote appointments.
- Teaching Assistant Name(s), Contact Information, Office Hours**
- Tutors and other support name(s), contact info**
- Technical support for students**
- Pre-requisites or co-requisites**
- Catamount Core/General Education (e.g., AH1; D1) or other requirements satisfied (if applicable). Please**

Syllabus Fall 2023
Course Number, Title, Credit Hours

Meeting Time, Meeting Pattern, Location
List meeting pattern and time (e.g.MWF 10:50-11:40). Please do not schedule any regular class meetings or exams outside of your meeting time, as this results in significant schedule conflicts for students. For hybrid and online courses, please list the modality and use the Modality Description/Outline section below to explain the course meeting pattern.

Instructor Name, Contact Information, Office Hours
Offer information about the best way to contact you and when you will conduct office hours, including any information on requesting and joining remote appointments.

Teaching Assistant Name(s), Contact Information, Office Hours

Tutors and other support name(s), contact info

Technical support for students
Students, please read this technology checklist to make sure you are ready for classes.
<https://www.uvm.edu/it/kb/student-technology-resources/>

1+1: OPTIONS FOR STARTING SMALL (CHOOSE ONE)

- Options for Starting Small
 - Assignments
 - Organize Content

BRIGHTSPACE ASSIGNMENTS

The University of Vermont | CTL0123K: Starting Small with Brightspace

Course Home | Content & Activities | Grades & Feedback | Course Tools | Course Admin | Help & Resources

Assignments
Calendar
Discussions
Quizzes
Groups
Self Assessments
Course Builder
Course Availability
Add/Remove Student View Account
Self-Enrollment Link

Announcements

Welcome

Michele Smolik posted on Aug 17, 2023 1:26 PM

Welcome to Starting Small with Brightspace: 1+1 approach

This workshop was designed for instructors who are new to Brightspace in the Fall 2023 and just starting to learn Brightspace. It presents a low-stress, small approach to using Brightspace quickly. You can learn much more about Brightspace later in the semester, but if you're just getting started now, we recommend this 1+1 approach.

[Show All Announcements](#)

Monday, August 21, 2023

Learning events

AUG 25 11:59 PM
Assignment 1 - Due

BRIGHTSPACE ASSIGNMENTS

Course Home Content & Activities Grades & Feedback ▾ Course Tools ▾ Course Admin Help & Resources ▾

Assignments Help

[New Assignment](#) [Edit Categories](#) [More Actions ▾](#)

[Bulk Edit](#)

<input type="checkbox"/>	Assignment	New Submissions	Completed	Evaluated	Feedback Published
	No Category				
<input type="checkbox"/>	Assignment 1 ▾ 🔑 Due on Aug 25, 2023 11:59 PM		0/8	0/8	0/8

20 per page ▾

BRIGHTSPACE ASSIGNMENTS

Course Home Content & Activities Grades & Feedback Course Tools Help & Resources

Assignments > Assignment 1

Assignment 1

Hide Assignment Information

Instructions
Please see the attached instructions.

Due on Aug 25, 2023 11:59 PM

Attachments
[Assignment 1.docx](#) (14.8 KB)
Download All Files

Submit Assignment

Files to submit *
(0) file(s) to submit

After uploading, you must click Submit to complete the submission.

Add a File Record Audio Record Video

Comments

Paragraph B I U A List Bulleted Link Table Calculator Plus Lato (Recomm... 17.1px ...

Submit Cancel


Student View

ADD AN ASSIGNMENT

Course Home Content & Activities Grades & Feedback ▾ Course Tools ▾ Course Admin Help & Resources ▾

Assignments Help

New Assignment Edit Categories More Actions ▾

 Bulk Edit

<input type="checkbox"/>	Assignment	New Submissions	Completed	Evaluated	Feedback Published
	No Category				
<input type="checkbox"/>	Assignment 1 ▾ 🔑 Due on Aug 25, 2023 11:59 PM		0/8	0/8	0/8

20 per page ▾

ADD AN ASSIGNMENT

[← Back to Manage Assignments](#) Assignment 2

Name *
Assignment 2

Grade Out Of
30 points In Grade Book

Due Date
9/1/2023 11:59 PM

Instructions
Paragraph **B** *I* U ~~A~~ +
Lato (Recomm... 17.1px

Please see the attached instructions.

Record Audio Record Video

Availability Dates & Conditions
Always available

Submission & Completion
File submission

Evaluation & Feedback
No rubric added

[Save and Close](#) [Save](#) [Cancel](#) Hidden

ADD AN ASSIGNMENT

The screenshot shows a web interface for managing assignments. At the top, there is a navigation bar with a back arrow and the text "Back to Manage Assignments", and the current page title "Assignment 2". Below this, the main form includes a "Name*" field with "Assignment 2" entered, a "Grade Out Of" field with "30" points and an "In Grade Book" checkbox, and an "Instructions" section with a rich text editor. A modal dialog box titled "Add a File" is open in the center. It contains a dashed box for dropping files, an "Upload" button, and a message: "You can upload files up to a maximum of 2 GB." Below this, a file named "Key Questions When Planning Lesso..." (191.19 KB) is listed with a close icon. A red arrow points to this file. At the bottom of the dialog, the "Add" button is highlighted with a red box, along with "Back" and "Cancel" buttons.

Back to Manage Assignments | Assignment 2

Name*
Assignment 2

Grade Out Of
30 points | In Grade Book

Instructions
Paragraph | B | I | U | Lato (Recomm... | 17.1px | Please see the attached instructi

Back & Conditions

Completion

Feedback

Add a File [Close]

Drop files here, or click below!

Upload

You can upload files up to a maximum of 2 GB.

Key Questions When Planning Lesso... (191.19 KB) [Close]

Add | Back | Cancel

ADD AN ASSIGNMENT

[← Back to Manage Assignments](#) Assignment 2

Name *
Assignment 2

Grade Out Of **Due Date**

30 points In Grade Book 9/1/2023 11:59 PM


Instructions





Paragraph B I U A List Bulleted List Link Mail + ... Full Screen

Lato (Recomm... 17.1px Bold Italic Underline Search Code Refresh Undo

Please see the attached instructions.

Attachments

 [Key Questions When Planning Lessons](#) PDF ×

    [Record Audio](#) [Record Video](#)

Availability Dates & Conditions ▶
Always available

Submission & Completion ▶
File submission

Evaluation & Feedback ▶
No rubric added

ADD AN ASSIGNMENT

[← Back to Manage Assignments](#) Assignment 2

Name *

Grade Out Of points **In Grade Book** ▼ **Due Date**

Instructions

Paragraph ▼ **B** *I* U ▼ + ▼ ⋮

Lato (Recomm... ▼ 17.1px ▼

Please see the attached instructions.

Attachments

[Key Questions When Planning Lessons](#)
PDF ×

Record Audio Record Video

Save and Close Save Cancel Visible

Availability Dates & Conditions ▶
Always available

Submission & Completion ▶
File submission

Evaluation & Feedback ▶
No rubric added

Make assignment visible

ADD AN ASSIGNMENT

Assignments Help

[New Assignment](#) [Edit Categories](#) [More Actions](#) ▼

[Bulk Edit](#)

<input type="checkbox"/>	Assignment	New Submissions	Completed	Evaluated	Feedback Published
	No Category				
<input type="checkbox"/>	Assignment 1 ▼ 🔑 Due on Aug 25, 2023 11:59 PM		0/8	0/8	0/8
<input type="checkbox"/>	Assignment 2 ▼ 🔑 Due on Sep 1, 2023 11:59 PM		0/8	0/8	0/8

20 per page ▼

CONTENT & ACTIVITIES

Course Home Content & Activities Grades & Feedback Course Tools Course Admin Help & Resources

Search Topics

Syllabus

Bookmarks

Course Schedule 1

Table of Contents 4

Week 1 2

Course Readings 2

Add a module...

Table of Contents

Print Settings

Import Course Bulk Edit Related Tools Expand All Collapse All

Week 1

Upload / Create Existing Activities

Designing Meaningful and Measurable Outcomes: A First Step in Backwards Design Web Page

Class Handout Web Page

Course Readings

Upload / Create Existing Activities

Backward Design PDF document

Rhodes Metacognition PDF document

Add a module...

ADD A MODULE

Course Home Content & Activities Grades & Feedback Course Tools Course Admin Help & Resources

Search Topics

Syllabus

Bookmarks

Course Schedule 1

Table of Contents 4

Week 1 2

Course Readings 2

Add a module...

Table of Contents

Print Settings

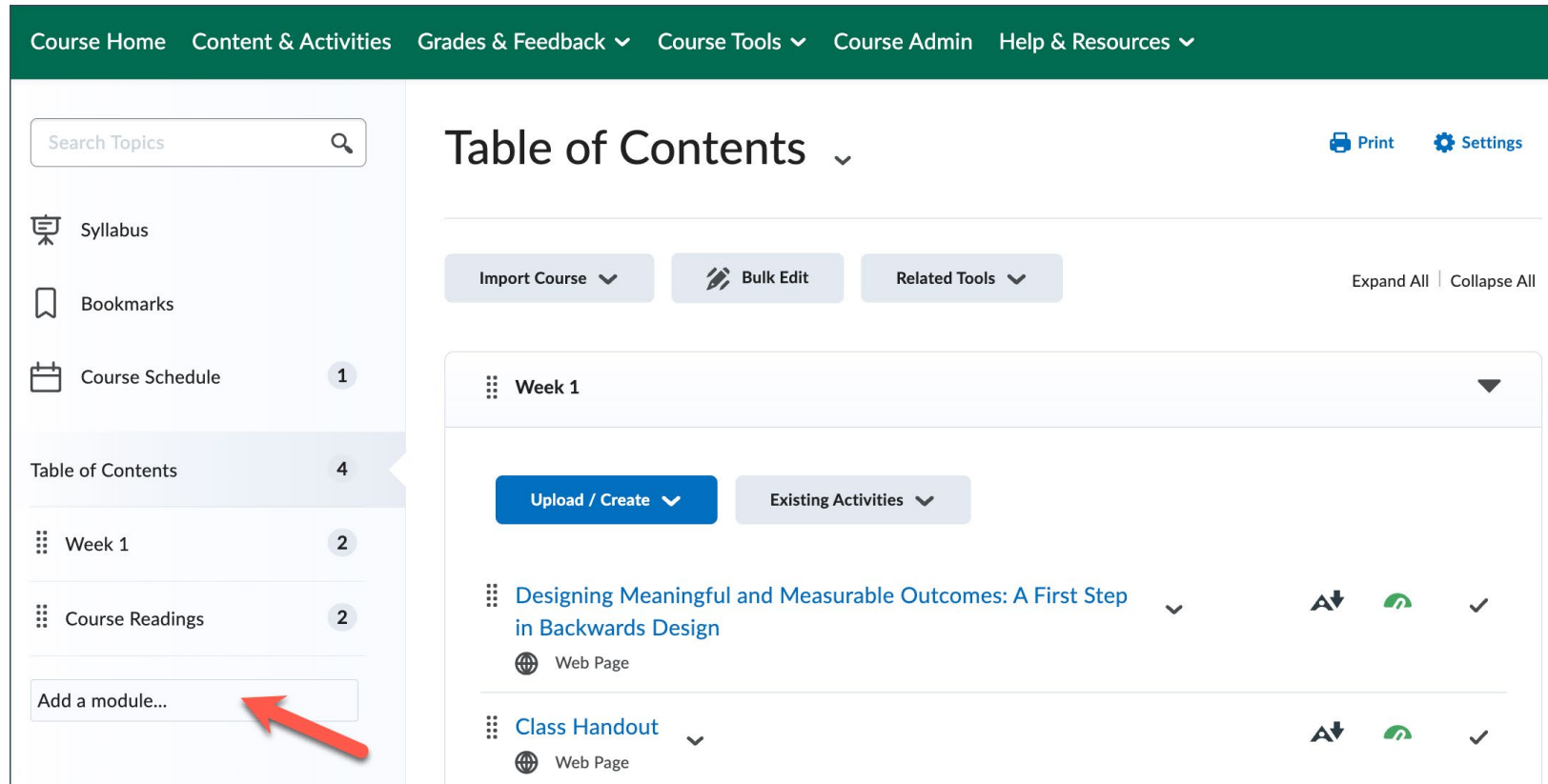
Import Course Bulk Edit Related Tools Expand All Collapse All

Week 1

Upload / Create Existing Activities

Designing Meaningful and Measurable Outcomes: A First Step in Backwards Design Web Page

Class Handout Web Page



ADD A MODULE

The screenshot displays a course management interface with a dark green navigation bar at the top containing links for Course Home, Content & Activities, Grades & Feedback, Course Tools, Course Admin, and Help & Resources. On the left, a sidebar lists navigation options: Syllabus, Bookmarks, Course Schedule (1), Table of Contents (4), Week 1 (2), Course Readings (2), and Week 2 (2), with Week 2 highlighted. Below the sidebar is an 'Add a module...' button. The main content area is titled 'Week 2' and includes 'Print' and 'Settings' icons. It features a search bar for topics, a section for 'Add dates and restrictions...' with a visibility icon, and a section for 'Add a description...'. Below these are three buttons: 'Upload / Create', 'Existing Activities', and 'Bulk Edit'. A dashed box contains the text 'Drag and drop files here to create and update topics', and a light blue box below it says 'Add a sub-module...'.

QUICK TIP: MOVING MODULES

The screenshot displays a course management interface with a dark green navigation bar at the top containing links for Course Home, Content & Activities, Grades & Feedback, Course Tools, Course Admin, and Help & Resources. Below the navigation bar is a search box labeled 'Search Topics' and a sidebar menu with options: Syllabus, Bookmarks, Course Schedule (1), Table of Contents (6), Week 1 (2), Course Readings (3), and Week 2 (1). The 'Course Readings' section is active, showing a list of readings with options to add dates, descriptions, and actions like 'Upload / Create', 'Existing Activities', and 'Bulk Edit'. The readings listed are 'Backward Design', 'Rhodes Metacognition', and 'UDL Guidelines', each with a source citation and a PDF document icon.

Course Home Content & Activities Grades & Feedback Course Tools Course Admin Help & Resources

Search Topics

Syllabus

Bookmarks

Course Schedule 1

Table of Contents 6

Week 1 2

Course Readings 3

Week 2 1

Add a module...

Course Readings

Print Settings

Add dates and restrictions...

Add a description...

Upload / Create Existing Activities Bulk Edit

- Backward Design PDF document Source: Wiggins, G. P., & McTighe, J. (2005). Understanding by design (2nd ed.). Pearson
- Rhodes Metacognition PDF document Source: Rhodes, M. G. (2019). Metacognition. Teaching of Psychology, 46(2), 168-175. <https://doi.org/10.1177/0098628319834381>
- UDL Guidelines PDF document Source: CAST (2011). Universal Design for Learning Guidelines version 2.0. Wakefield, MA: Author.

ADD A TOPIC

The screenshot shows a course management interface with a dark green header containing navigation links: Course Home, Content & Activities, Grades & Feedback, Course Tools, Course Admin, and Help & Resources. On the left, a sidebar includes a search bar for topics and a list of course components: Syllabus, Bookmarks, Course Schedule (1), Table of Contents (4), Week 1 (2), Course Readings (2), and Week 2 (highlighted). Below the sidebar is an 'Add a module...' input field.

The main content area is titled 'Week 2' and includes 'Print' and 'Settings' icons. It contains instructions: 'Add dates and restrictions...' and 'Please read the attached instructions.' Below these are three buttons: 'Upload / Create' (highlighted), 'Existing Activities', and 'Bulk Edit'. A large dashed box contains the text 'Drag and drop files here to create and update topics'. A dropdown menu is open from the 'Upload / Create' button, listing options: Upload Files, Video or Audio, Create a File (highlighted with a red arrow), Create a Link, Add from Manage Files, Add Object from LOR, New SCORM/xAPI Object, New Assignment, New Checklist, and New Discussion.






ADD A TOPIC








Course Home Content & Activities Grades & Feedback Course Tools Course Admin Help & Resources

Create a File in "Week 2"

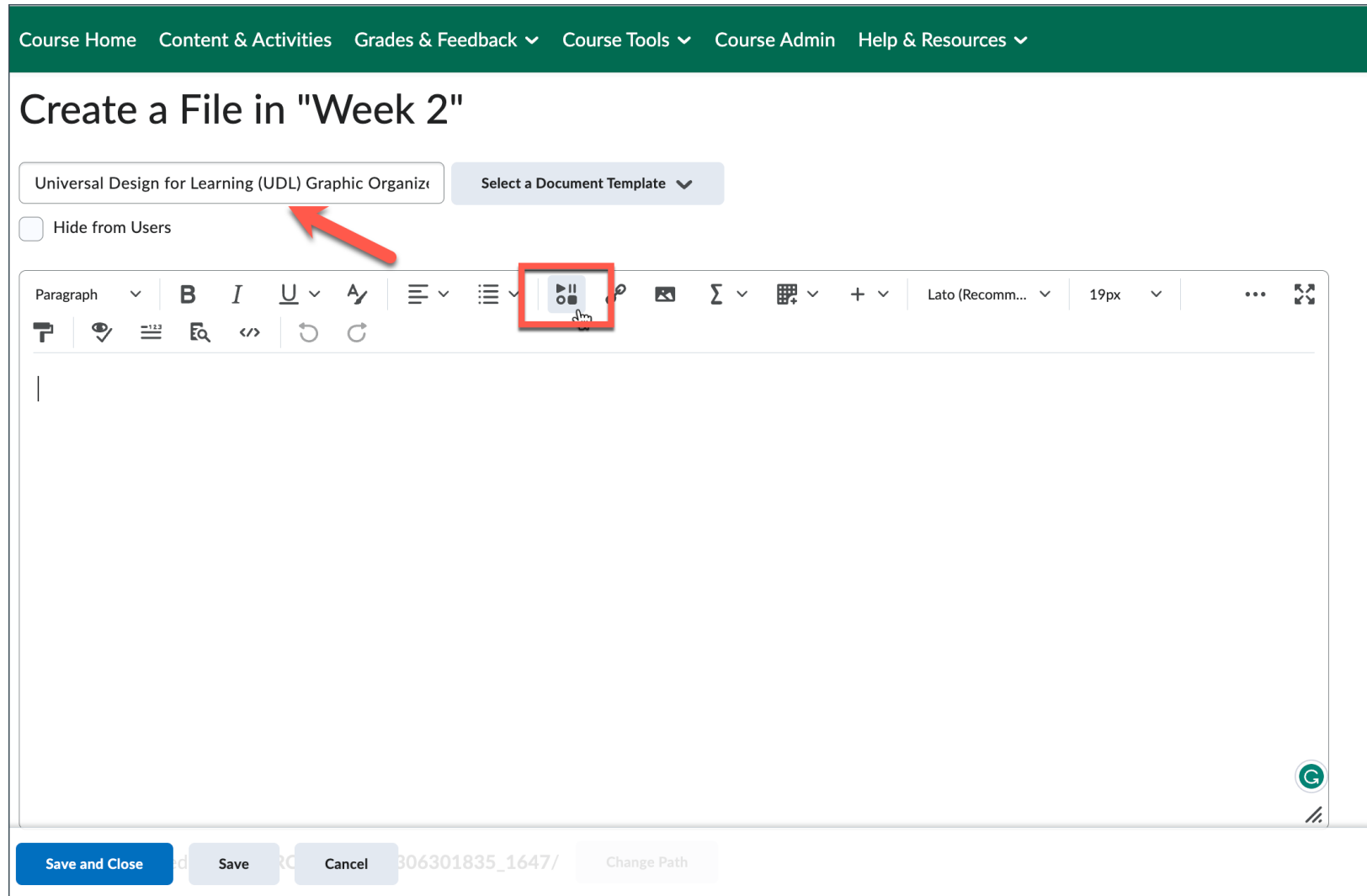
Universal Design for Learning (UDL) Graphic Organizr Select a Document Template

Hide from Users

Paragraph **B** *I* U ~~A~~     Σ  + Lato (Recomm... 19px

Save and Close Save Cancel 306301835_1647/ Change Path



ADD A TOPIC

The screenshot shows the Brightspace interface for a course titled "CTL0123K: Starting Small with Brightspace" at The University of Vermont. The user is Michele Smolik. A modal dialog box titled "Insert Stuff" is open, displaying a list of content sources. The "My Computer" option is highlighted with a red rectangular border. Other options in the list include Microsoft OneDrive, Pearson Links (Insert Stuff), Course Offering Files, Learning Repository, Add Video Note, Media Library, Flickr, and Insert Link. A "Cancel" button is located at the bottom left of the dialog box.

The University of Vermont | CTL0123K: Starting Small with Brightspace | MS Michele Smolik

Course Home

Insert Stuff

- My Computer**
- Microsoft OneDrive
- Pearson Links (Insert Stuff)
- Course Offering Files
- Learning Repository
- Add Video Note
- Media Library
- Flickr
- Insert Link

Cancel

ADD A TOPIC

The screenshot shows a web interface for The University of Vermont, specifically for the course CTL0123K: Starting Small with Brightspace. The user is Michele Smolik. A modal dialog box titled "Insert Stuff" is open, showing the "My Computer" section. The dialog prompts the user to "Select the file to upload from your computer:" and shows a "Choose File" button next to the filename "UDL Graphic Organizer.pdf". Below this, it asks to "Choose a location in which to store the file:" and shows a text field with the path "/content/enforced/47086-PROVOST_202306301835_1647/" and a "Choose Destination" button. A warning message states: "Do **NOT** upload private or sensitive information such as user feedback to this location." At the bottom of the dialog, there are three buttons: "Upload", "Back", and "Cancel". The "Upload" button is highlighted with a red box.

The University of Vermont | CTL0123K: Starting Small with Brightspace | MS Michele Smolik

Course Home

Create

Universal Design

Hide from Users

Paragraph

UDL Graphic Organizer.pdf

Choose File

Choose a location in which to store the file:

/content/enforced/47086-PROVOST_202306301835_1647/ Choose Destination

⚠ Do **NOT** upload private or sensitive information such as user feedback to this location.

Upload Back Cancel

ADD A TOPIC

The University of Vermont | CTL0123K: Starting Small with Brightspace

Course Home

Create

Universal Design

Hide from Users

Paragraph

UDL Graphic Organizer

UDL Graphic Organizer

Refresh Preview

/content/enforced/47086-PROVOST_202306301835_1647/UDL Graphic Organizer.pdf

Insert Back Cancel

ADD A TOPIC

Course Home Content & Activities Grades & Feedback Course Tools Course Admin Help & Resources

Create a File in "Week 2"

Universal Design for Learning (UDL) Graphic Organiz Select a Document Template

Hide from Users

Paragraph B I U A | | | | | | | | | | Lato (Recomm... 19px

UDL Graphic Organizer

/content/enforced/47086-PROVOST_202306301835_1647/ Change Path

Save and Close Save Cancel

ADD A TOPIC

The screenshot displays a course management interface with a dark green navigation bar at the top containing the following items: Course Home, Content & Activities, Grades & Feedback (with a dropdown arrow), Course Tools (with a dropdown arrow), and Help & Resources (with a dropdown arrow). Below the navigation bar is a sidebar on the left with a search box labeled 'Search Topics' and a magnifying glass icon. The sidebar contains several menu items: Syllabus (with a document icon), Bookmarks (with a bookmark icon), Course Schedule (with a calendar icon and a '1' in a circle), Table of Contents (with a '1' in a circle), Week 1 (with a checkmark), Course Readings (with a '1' in a circle), and Week 2 (with a checkmark and a blue highlight). The main content area on the right is titled 'Week 2' with a dropdown arrow and a 'Print' button (with a printer icon). Below the title, it says 'Please read the attached instructions.' followed by a blue progress bar that is 100% full. Below the progress bar, it says '100 % 1 of 1 topics complete'. A single topic is listed: 'Universal Design for Learning (UDL) Graphic Organizer' with a globe icon, the text 'Web Page', a dropdown arrow, and a checkmark.

Course Home Content & Activities Grades & Feedback Course Tools Help & Resources

Search Topics

Syllabus

Bookmarks

Course Schedule 1

Table of Contents 1

Week 1 ✓

Course Readings 1

Week 2 ✓

Week 2

Print

Please read the attached instructions.

100 % 1 of 1 topics complete

Universal Design for Learning (UDL) Graphic Organizer ✓

Web Page

ADD A TOPIC TO EXISTING MODULE

Course Home Content & Activities Grades & Feedback Course Tools Course Admin Help & Resources

Search Topics

Syllabus

Bookmarks

Course Schedule 1

Table of Contents 5

Week 1 2

Course Readings 2

Week 2 1

Add a module...

Table of Contents

Print Settings

Import Course Bulk Edit Related Tools Expand All Collapse All

Week 1

Upload / Create Existing Activities

Designing Meaningful and Measurable Outcomes: A First Step in Backwards Design Web Page

Class Handout Web Page

Course Readings

ADD A TOPIC TO EXISTING MODULE

The screenshot displays a course management interface with a dark green navigation bar at the top containing links for Course Home, Content & Activities, Grades & Feedback, Course Tools, Course Admin, and Help & Resources. The main content area is titled 'Course Readings' and includes a search bar, 'Add dates and restrictions...', and 'Add a description...'. A blue 'Upload / Create' button is highlighted with a red box, and its dropdown menu is open, showing options like 'Upload Files', 'Video or Audio', 'Create a File', 'Create a Link', 'Add from Manage Files', 'Add Object from LOR', 'New SCORM/xAPI Object', 'New Assignment', 'New Checklist', and 'New Discussion'. The 'Upload Files' option is the first item in the menu. Below the menu, there are 'Existing Activities' and 'Bulk Edit' buttons. The main content area also features a 'Print' and 'Settings' icon. The left sidebar contains a 'Table of Contents' with sections for Syllabus, Bookmarks, Course Schedule, and Week 1, 2, and 3. The 'Course Readings' section is currently selected and highlighted in blue. Below the sidebar, there is an 'Add a module...' input field.

Course Home Content & Activities Grades & Feedback Course Tools Course Admin Help & Resources

Search Topics

Course Readings

Print Settings

Add dates and restrictions...

Add a description...

Upload / Create Existing Activities Bulk Edit

Upload Files

Video or Audio

Create a File

Create a Link

Add from Manage Files

Add Object from LOR

New SCORM/xAPI Object

New Assignment

New Checklist

New Discussion

McTighe, J. (2005). Understanding by design (2nd ed.). Pearson

(19). Metacognition. Teaching of Psychology, 46(2), 168-175.
[098628319834381](#)

Add a module...

ADD A TOPIC TO EXISTING MODULE

The screenshot shows the Brightspace interface for a course titled "CTL0123K: Starting Small with Brightspace". The user is Michele Smolik. A modal dialog titled "Add a File" is open, prompting the user to upload a file. The dialog includes an "Upload" button, a text box for the destination path, and a "Choose Destination" button. At the bottom of the dialog, there are three buttons: "Add", "Back", and "Cancel". The "Add" button is highlighted with a red box. A red arrow points to the "Upload" button. The background shows the course navigation menu with options like "Syllabus", "Bookmarks", "Course Schedule", "Table of Contents", and "Week 1".

The University of Vermont CTL0123K: Starting Small with Brightspace MS Michele Smolik

Course Home Content & Activities

Search Topics

Syllabus

Bookmarks

Course Schedule 1

Table of Contents 5

Week 1 2

Course Readings 2

Week 2 1

Add a module...

Add Back Cancel

Add a File

Drop files here, or click below!

Upload

You can upload files up to a maximum of 2 GB.

Choose a location in which to store the file:

/content/enforced/47086-PROVOST_202306301835_1647/

Choose Destination

Print Settings

Pearson

Source: Rhodes, M. G. (2019). Metacognition. Teaching of Psychology, 46(2), 168-175.
<https://doi.org/10.1177/0098628319834381>

Add a sub-module...

ADD A TOPIC TO AN EXISTING MODULE

The screenshot shows a course management interface with a green top navigation bar containing 'Course Home', 'Content & Activities', 'Grades & Feedback', 'Course Tools', 'Course Admin', and 'Help & Resources'. On the left is a sidebar with a search box and a list of course components: Syllabus, Bookmarks, Course Schedule (1), Table of Contents (6), Week 1 (2), Course Readings (3), and Week 2 (1). Below the sidebar is an 'Add a module...' input field. The main content area is titled 'Course Readings' and includes 'Add dates and restrictions...', 'Add a description...', and buttons for 'Upload / Create', 'Existing Activities', and 'Bulk Edit'. Three reading entries are listed: 'Backward Design' (PDF document, source: Wiggins, G. P., & McTighe, J. (2005). Understanding by design (2nd ed.). Pearson), 'Rhodes Metacognition' (PDF document, source: Rhodes, M. G. (2019). Metacognition. Teaching of Psychology, 46(2), 168-175. <https://doi.org/10.1177/0098628319834381>), and 'UDL Guidelines' (PDF document). The 'UDL Guidelines' entry is highlighted with a purple box. At the bottom is an 'Add a sub-module...' input field.

ADD A TOPIC TO AN EXISTING MODULE

The screenshot displays a course management interface with a dark green navigation bar at the top containing links for Course Home, Content & Activities, Grades & Feedback, Course Tools, Course Admin, and Help & Resources. On the left, a sidebar lists course components: Syllabus, Bookmarks, Course Schedule (1), Table of Contents (6), Week 1 (2), Course Readings (3), and Week 2 (1). The main area is titled 'Course Readings' and includes a search bar, 'Print' and 'Settings' icons, and an 'Add dates and restrictions' field. A context menu is open over a reading entry, with 'Edit Properties in Place' highlighted in a red box. The menu options are: View Topic, Edit Properties in Place, Hide from Users, Change File, Download, Move Up, Move To, Edit Metadata, Publish to LOR, and Delete Topic. The reading entry shown is 'Backward Design' (PDF document) with source 'Wiggins, Understanding by design (2nd ed.). Pearson'. Below it is 'Rhodes Metacognition' (PDF document) with source 'Rhodes, Teaching of Psychology, 46(2), 168-175.'. At the bottom, there is an 'Add a sub-module...' input field.

ADD A TOPIC TO AN EXISTING MODULE

Course Home Content & Activities Grades & Feedback Course Tools Course Admin Help & Resources

Search Topics

Syllabus

Bookmarks

Course Schedule 1

Table of Contents 6

Week 1 2

Course Readings 3

Week 2 1

Add a module...

Course Readings

Print Settings

Add dates and restrictions...

Add a description...

Upload / Create Existing Activities Bulk Edit

Backward Design PDF document A↓ U↓ ✓

Source: **Wiggins, G. P., & McTighe, J.** (2005). Understanding by design (2nd ed.). Pearson


Rhodes Metacognition PDF document A↓ U↓ ✓

Source: **Rhodes, M. G.** (2019). Metacognition. Teaching of Psychology, 46(2), 168-175.
<https://doi.org/10.1177/0098628319834381>

UDL Guidelines PDF document A↓ U↓ ✓

Add dates and restrictions...

Add a description...



ADD A TOPIC TO AN EXISTING MODULE

Course Home Content & Activities Grades & Feedback Course Tools Course Admin Help & Resources

Search Topics

Syllabus

Bookmarks

Course Schedule 1

Table of Contents 6

Week 1 2

Course Readings 3

Week 2 1

Add a module...

Course Readings

Print Settings

Add dates and restrictions...

Add a description...

Upload / Create Existing Activities Bulk Edit

Backward Design PDF document
Source: **Wiggins, G. P., & McTighe, J.** (2005). Understanding by design (2nd ed.). Pearson

Rhodes Metacognition PDF document
Source: **Rhodes, M. G.** (2019). Metacognition. Teaching of Psychology, 46(2), 168-175.
<https://doi.org/10.1177/0098628319834381>

UDL Guidelines PDF document

Add dates and restrictions...

Paragraph B I U A List Bulleted Link + ...

Lato (Recomm... 17.1px P Font Color Background Color Undo Redo

CAST (2011). *Universal Design for Learning Guidelines version 2.0*. Wakefield, MA: Author.

Update Cancel

ADD A TOPIC TO AN EXISTING MODULE

The screenshot displays a course management interface. On the left is a sidebar with a search bar labeled 'Search Topics' and a list of navigation items: Syllabus, Bookmarks, Course Schedule (with a '1' badge), Table of Contents (with a '6' badge), Week 1 (with a '2' badge), Course Readings (with a '3' badge and highlighted), and Week 2 (with a '1' badge'). Below the sidebar is an 'Add a module...' input field. The main content area is titled 'Course Readings' and includes 'Print' and 'Settings' icons. It features a form for adding dates and restrictions, a description field, and three buttons: 'Upload / Create', 'Existing Activities', and 'Bulk Edit'. Below the form is a list of three readings:

- Backward Design** (PDF document): Source: **Wiggins, G. P., & McTighe, J.** (2005). *Understanding by design* (2nd ed.). Pearson.
- Rhodes Metacognition** (PDF document): Source: **Rhodes, M. G.** (2019). Metacognition. *Teaching of Psychology*, 46(2), 168-175. <https://doi.org/10.1177/0098628319834381>
- UDL Guidelines** (PDF document): CAST (2011). *Universal Design for Learning Guidelines version 2.0*. Wakefield, MA: Author.

STARTING SMALL WITH BRIGHTSPACE: 1+1=SUCCESS!

Thank you!