Setup Instructions for D2L Competencies and Learning Objectives

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Importing D2L Competencies and Learning Objectives



b. Select your course to download the learning objectives in a .zip format and make note of where it was saved. You do not need to unzip this file.



- 2. In your browser navigate to the "Course Home" page in D2L for the course you wish to add the competency into
 - a. Click on the "Course Admin" option from the menu bar near the top of the page

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Course Home Content Discussions Ass	signments Quizzes Other 🗸 Classlist Grad	des Course Admin		
Calendar 🗸	Content Browser 🗸	Announcements V Welcome to IT 1113		
Upcoming events (10+)	Syllabus, Course Plan & > Rubrics	Y Posted Aug 13, 2018 12:52 AM Hello everyone, Welsome to IT 1112 Law William		
Role Switch Current Role My Role (Instructor) V Change Role	Module 1 - Introduction to> Computers and Programming	Forsyth and I will be your professor for this course. Before we get started I have a few important safety announcements. Firstly, please take a moment to locate the nearest emergency exit taking in		
		Secondly, in the event of a water landing, please be aware that your neighbor may be used as a floatation device.		
		For this class you will be required to write Python code. We will be using Python version 3.X (the latest version will do) for our programming		

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Site Setup		
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Widgets		
Site Resources		
둘 Book Management	🛗 Calendar	III Content
n Course Builder	F Course Design Accelerator	External Learning Tools
Frequently Asked Q	uestions 🛯 🛄 Glossary	Import / Export / Copy Components
🗱 Instructional Design	Wizard 🛛 🔌 Learning Activity Library	👳 Links
🔯 Manage Dates	💼 Manage Files	
Learner Manag	gement	
🐁 Attendance	📰 Class Progress	E Classlist
😁 Groups	Seating Chart	
Assessment		
Assignments	Checklists	Competencies

b. From the Course Administration menu select "Import/Export/Copy Components"

c. Scroll to the bottom of the page and select "Import Components" and then select "Start"

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	Import/Export/Copy Components	Help	
	What would you like to do?		
	Copy Components from another Org Unit What is an Org Unit?		
	Course to Copy:		
	Search for offering		
	✓ Include protected resources		
	View History		
	Copy Components from Parent Template What is a Parent Template?		
	\checkmark Include protected resources		
	Export Components Should Linclude course files?		
	✓ Include course files in the export package		
[Import Components		
[start 2		

d. From the next dialog box, either select or drag-and-drop the .zip file you downloaded in step one into the window.

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Import/Exp	ort/Conv.Components	
	Import Course Package	
What would y	A	
Copy Component: What is an Org Unit?	Select File	
Course to (You are about to import a course from a file.	
Search fo		
Include	Drag and drop your course package here or use the "Upload" button to	
View Histo	browse to your file. The file should be a .zip or another archive format. To	
	add individual content (.doc, .ppt, .jpg etc.), add a module in Content and place your file there.	
Copy Components		
	→ Move	
	You can upload files up to a maximum of 1 GB.	
Export Componen	······	
Should I include course fi	What is a course package?	
🕑 Include	What is supported? >	
	Can I import only parts of my course? >	
Import Componer	Import All Components Advanced Options Cancel	
Start		

e. Once the zip file is uploaded, click "Import All Components"

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🔢 Apps 🔞 Login - Kennesaw S 😵 Sign In 🅤 3.7. Color Mixer - P	🔗 University System o 👆 My Print Center 📓 How to Cut a Video 🚺 NETLAB Virtual Edit 👹 Docusign 👹 Home - Digital Mea	
Course Home Content	Discussions Assignments Quizzes Other V Classifist Grades Course Admin	
Import/Exp	ort/Conv Components	@ Help
	Import Course Package	
What would y		
Copy Component: What is an Org Unit?	Select File	
Course to (You are about to import a course from a file.	
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	■ IT_1113.zip (4.45 KB) ×	
View Histo		
Copy Component What is a Parent Templat	What is a course package? > What is supported? >	
	Can I import only parts of my course? >	
C Export Componer		
() Import Componer	Import All Components Advanced Options Cancel	
Start		

f. When D2L has finished and you see the following screen, select "View Content" to return to your course page.

Import/Expe	rt/Conv Components	Help
	Import Course Package	
What would y		
Copy Component: What is an Org Unit?	Importing "II_1113.zip"	
Course to (Inloaded Converted Imported	
Search fo	Converted Imported	
View Histo	Your course package was successfully imported!	
Copy Components	Check out the contents of your course and make sure everything is good to go.	
What is a Parent Templat	View Processing Logs	
🖉 Include		
Should Linclude course fi		
🗹 Include		
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3. From your course page in D2L, select the "Other" menu from the bar near the top and select "Competencies"

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	Bookmarks	Add dates and restric	Class Progress		۲	
	Course Schedule	Add a description	Chat			
	TH (0, 1, 1	Upload / Create 🗸	Checklist	🌮 Bulk Edit		
	Table of Contents	146	Competencies	2		
	Syllabus, Course Plan (& Rubrics	5 IT 1113S20 Syllab	Glossary	2	~	
		LivingScheduleS2	Groups		<u> </u>	
	Start Here, Student	26 PDF document	Links			
	Student Assistance, and Module 0	Rubric - How Disc Web Page	Locker		~	
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	Module 1 -	8 Web Page	Self Assessments	-	~	
	Computers and	E Course Plan - Cal	endar		a	

a. From The Competency Home page you should see one element under the "available Competency Structures" heading. Clicking on the '+' symbol to the left should display each learning objective

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	A LO5	
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	^L <u>A</u> LO7	

Mapping Assignments to Learning Objectives

The assignment-to-learning objective mapping will match the same mapping done for the FCARs. Activities (assignments) can only be mapped to learning objectives and cannot be mapped directly to competencies. Each Activities does <u>not</u> need to be mapped to a learning objective; however, each learning objective <u>must</u> be mapped to at least one Activity.

Assignments and discussions require a rubric in order to be mapped to a learning outcome. If you wish for your assignments/discussions to have a simple numerical threshold, link your learning objectives to the grade item in the D2L gradebook. Instructions for this can be found in section 2 (page 7) below. Rubric instructions can be found in section 4 (page 17).

1) New Activities (not yet created in D2L)

- a) In the Competencies list, find and click on the name of the Objective.
- b) Click the "Structure" button.
- c) Select the "Edit Structure" tab.
- d) Select (or create) the appropriate children (or parents). To incorporate activities, select "Incorporate Activities" and create the activity.

2) Map a learning objective to an activity with a simple numerical threshold

- a) Navigate to the D2L gradebook
- b) Edit the desired grade item
- c) Select the Objectives tab

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Short Name Category Save and Close Save and New Save Cancel	Discussion 1	
Category Save and Close Save and New Save Cancel	Short Name	
Category Save and Close Save Cancel		
Save and Close Save and New Save Cancel	Category	
	Save and Close Save and New Save Cancel	

d) Click "Associate Learning Objectives"

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	Edit Item: Discussion 1	
	Properties Restrictions Objectives Associate Learning Objectives There are no associated learning objectives. Save and Close	
in model (Saved successfully *	

e) Select the appropriate learning objective

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Course Home Content Discussion	Add Parent Association	×	e Admin		
Edit Item: Discuss	Browse Search				
	Browse Competency Structures				
Properties Restrictions	Expand each structure to browse for available competency and learning objection	ve			
Objectives	Available Competency Structures				
Associate Learning Objectives					
There are no associated learnin					
Save and Close					
	<u>A</u> LO7				

f) Add an assessment method (necessary to see results) to indicate the performance levels that students must meet in order to achieve the objective

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Edit Item: Discussion 1	
Properties Restrictions Objectives	
Objectives Associate Learning Objectives	
▲ L01	~
This Learning Objective is not being evaluated:	Add Assessment Edit Learning Objective
	View Results Remove Learning Objective
Save and Close	
Saved successfully *	

Note: Adding Assessments

When adding assessments, be sure to check the box marked "The activity is required to complete learning objective." This will cause additional options to appear:

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Course Home Content Discussions Assignments Quizzes Other 🗸 Classlist Grades Course Admin
Add Assessment for 'LO1'
Specify how the performance on the learning objective in this activity should be measured.
Assessment Type
Numeric V
The activity is required to complete learning objective
Save

Specify how the performance on the learning objective in this activity should be measured.

Assessment Type	0
✓ The activi	y is required to complete learning objective
Overall Threshol	۱ 25 %
Save	Cancel

3) Map a learning objective to a quiz using specific questions

- a) Navigate to the D2L quiz section
- b) Edit the desired quiz
- c) Select the Objectives tab
- d) Click "Associate Learning Objectives"

Edit Quiz - Test 1 Part 1 🗸

Properties	Restrictions	Assessment	Objectives	Submission Views	Reports Setup				
Objective	S								
Associate Learn	ning Objectives								
There are no associated learning objectives.									
Save and Close									

e) Select the appropriate learning objective



f) Click "Associate Questions"

Properties	Restrictions	Assessment	Objectives	Submission Views	Reports Setup					
Objectives	Objectives									
Associate Learni	ng Objectives									
🔺 LO2 Use	A LO2 Use conditional expressions ✓									
Association	5									
0 Questi	ons, O Sections									
Associa	Associate Questions									
This	Learning Object	tive is not being ev	valuated:							
Save and Close	Save and Close									

g) Select the questions (or sections) you wish to include

Select Questions and Sections to associate with the learning objective

Name (click question name to preview)	Туре	Points	Difficulty	Bonus	Mandatory	Last Modified
? Q1	MC	2	1			May 11, 2020 7:35 PM
🤋 Q2	MC	2	1			May 11, 2020 7:35 PM
? Q3	MC	2	1			May 11, 2020 7:35 PM
? Q4	MC	2	1			May 11, 2020 7:35 PM
₽ Q5	T/F	2	1			May 11, 2020 7:35 PM
₱ Q6	T/F	2	1			May 11, 2020 7:35 PM
₱ Q7	MC	2	1			May 11, 2020 7:35 PM

h) Add an assessment method (necessary to see results) to indicate the performance levels that students must meet in order to achieve the objective

Prope	erties	Restrictions	Assessment	Objectives	Submission Views	Reports Setup	
Obje	ectives						
Asso	ociate Learning	g Objectives					
A	LO2 Use c	onditional exp	ressions				~
	Associations					r	
	2 Question	ns, 0 Sections					Add Assessment
	Associate	e Questions					Edit Learning Objective
							View Results
	This L	earning Objec.	tive is not being ev	valuated:			Remove Learning Objective
Save	e and Close						

i) Select whether the assessment is based on the overall quiz score or only the selected questions

Manage Quizzes

Specify how the performance on the learning objective in this activity should be measured.

Assessment Type



Assessment Method

Quiz Score	~
Quiz Score	
Score on selected questions	
The activity is required to	comp

Save	Cancel

j) Click the check box to require this activity and set the numeric threshold, then press "save"

Manage Quizzes

Specify how the performance on the learning objective in this activity should be measured.

Assessment Type							
Numeric V							
Assessment Method							
Score on selected questions 🗸							
The activity is required to complete learning objective							
Overall Threshold							
>= 🗸 75 %							
Save Cancel							

k) When finished, your objectives should look like this

Pro	operties	Restrictions	Assessment	Objectives	Submission Views	Reports Setup		
Ob	jectives	5						
A	ssociate Learniı	ng Objectives						
	LO2 Use Associations	conditional exp	ressions					~
	2 Questic	ons, 0 Sections						
	Associa	te Questions						
	Assessment	Method					~	
	Score on	selected questi	ons					
	Performanc	e Required						
	>= 75 %							
Sa	ave and Close			■ Created	successfully ×			

4) Map a learning objective to an activity with a rubric

- a) Navigate to the D2L Assignment or Discussions section
- b) Edit the desired item
- c) Expand the "Evaluation and Feedback menu on the right of the screen.

Availability Dates & Conditions	Þ
Availability starts 1/5/2021 and ends 1/26/2021	_
Submission & Completion	⊳
File submission	
Evaluation & Feedback	⊳
No rubric added	

d) Select "Manage Learning Objectives"



e) Click "Associate Learning Objectives"

Edit Assignment - Lab 1 🗸



f) Select the appropriate learning objective



g) Add an assessment method (necessary to see results) to indicate the performance levels that students must meet in order to achieve the objective

Prop	erties F	Restrictions	Objectives	Turnitin®			
Objectives							
Asso	ociate Learning C	Dbjectives					
A LO2 Use conditional expressions						~	
	This Le	arning Objecti	Add Assessment				
					Edit Learning Objective		
						View Results	
						Remove Learning Objective	
Save	e and Close						

h) Select an existing rubric or create a new one and click save

Add Assessment for 'LO2 Use conditional expressions'

Specify how the performance on the learning objective in this activity should be measured.

Assessment Type							
Rubric							
Rubric *							
Select Rubric	[Create Rubric in New Window]						
Criteria *							
No rubric criteria exist 🗸							
The activity is required to complete learning objective							
Save	Cancel						

Additional Resources:

https://support.uwlax.edu/helpdesk/WebObjects/Helpdesk.woa/wa/CommonActions/download?dl=Sy K6R9pcslaPqVCYaHByCA&id=1