

Course Navigation

Greetings!

Please watch this JING video with information about navigating my speech class on Blackboard. [You may need to copy/paste the link into your browser.] The video runs just under 4 1/2 minutes. You should be able to log into the course on Blackboard and access preliminary information on Monday, August 24.

Best wishes,
Patti Huber



Commonly used Blackboard ICONS explained



This icon, which looks like a piece of paper with the upper right corner turned over, indicates an “item” within Blackboard. Such items are informational. You cannot SUBMIT work through an entry that is associated with this type of symbol. However, when you see this symbol, you may also find a link within the accompanying message to open documents or others files.



This icon is used to denote a “folder.” Folders may contain one or many items, documents, or other folders. For the purposes of this SPEECH COURSE, a total of 16 folders will be used to contain any assignments, activities and tests for each week. Near the upper left corner of your screen when you log into this class on Blackboard, you will see “Assignment Folders” in the menu bar; the weekly assignment folders are accessed by clicking on this link.



This is the symbol that is used in this class to indicate a Discussion Board topic/exercise. You may access the course discussion board by clicking on the **Bold** (and underlined) title that appears next to this icon in the weekly assignment folder – or click on “Discussion Board” in the menu bar near the upper left corner of your screen when you log into this course on Blackboard.



This is Blackboard’s “assignment” icon. In this class, this symbol is connected to documents (such as speech outlines) that must be turned in online. Self-critiques, peer assessments, and extra credit options are also types of work that are submitted using links associated with this icon. When you click on the **Bold** (and underlined) title that appears next to this icon, a new window will open that has buttons for browsing (uploading) and submitting your work.



This icon is used to represent a test or quiz. There are two exams in this class: The first is a midterm, over chapters 1-10 of the textbook; the second is the final exam, over chapters 11-18 of the textbook. The exams are open book. The purpose of exams in this class is to REINFORCE key concepts. Each exam is worth a total of 100 points. There may be short 5- or 10-point quizzes, but I prefer activities and exercises over quizzes to check for comprehension.



This is the image used for a survey. [Note that it shows an old-fashioned clip board.] It is possible that you may be asked to do a survey for this course. When surveys are conducted, the instructor can determine who did (or did not) do the survey, but the data from all submitted surveys is combined and we cannot attribute responses to individuals.



This image is for online journal entries.



This image is for blogs.



This is the WIKI icon.

You may encounter other icons within Blackboard, but these are the ones that are most commonly used.

This is how the 1000 possible points add up for the 16-week ONLINE or HYBRID speech classes.

Introductory video	10 points
Disc Week 1	10 points
Disc Week 2	10 points
Disc Week 3	10 points
Disc Week 4	10 points
Disc Week 5	10 points
Disc Week 6	10 points
Disc Week 7	10 points
Disc Week 8	10 points
Disc Week 9	10 points
Disc Week 10	10 points
Disc Week 11	10 points
Disc Week 12	10 points
Disc Week 13	10 points
Disc Week 14	10 points
Disc Week 15	10 points
Speech #1 - Object	50 points
Self-evaluation #1	5 points
Peer Critique #1	5 points
Speech #2 - Narrative	100 points
Self-evaluation #2	5 points
Peer Critique #2	5 points
Speech #3 - Informative	150 points
Self-evaluation #3	5 points
Peer Critique #3	5 points
Speech #4 - Persuasive	200 points
Self-evaluation #4	5 points
Peer Critique #4	5 points
Midterm exam	100 points
Final exam	100 points
Quizzes &/or exercises TBD	50 points total
Self-assessment PowerPoint	50 points

There will be opportunities during the semester to do earn up to a total of 50 points of extra credit.

*Thank you
for attending my session:*



The Ultimate Ozymoron

Teaching Speech Online

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