

2022-2023



**KENNESAW STATE
UNIVERSITY**
NORMAN J. RADOW COLLEGE OF
HUMANITIES AND SOCIAL SCIENCES

CATALOG OF DIGITAL MODULES FOR FACULTY AND STUDENTS

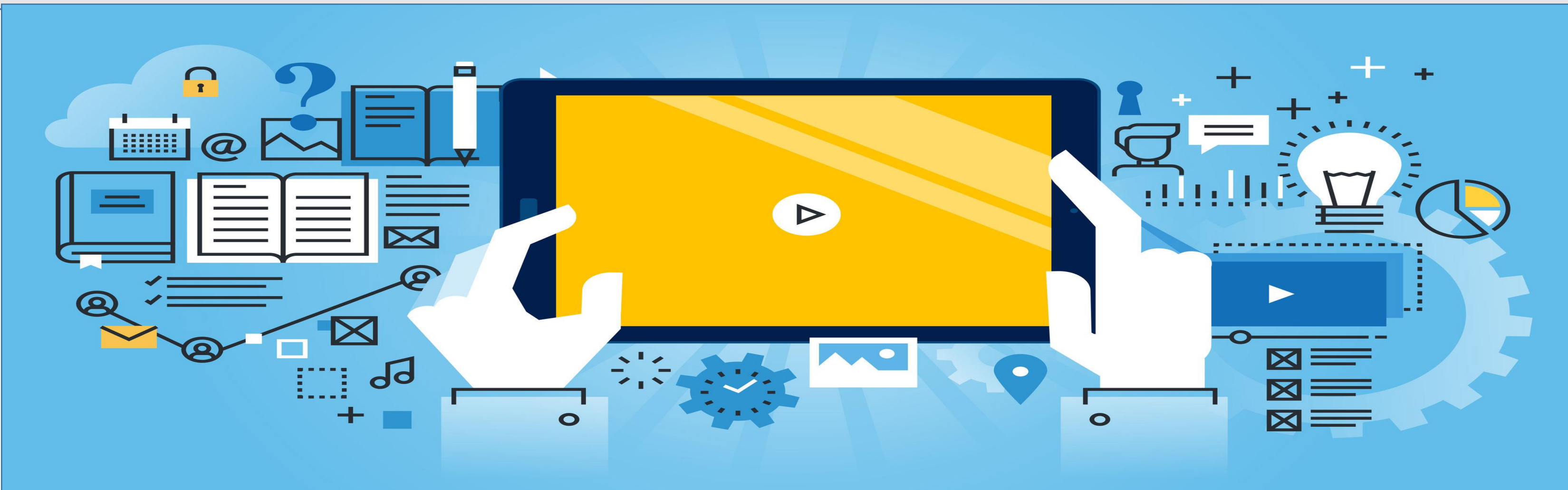
This catalog contains a variety of tutorial resources for both faculty development and student success.



Accessing the Tutorials:

To access the tutorials:

1. Go to ksu.percipio.com
2. In the search box, type Office of Digital Education
3. Next, select the Office of Digital Education channel
4. Once you have selected the channel, you will have access to all the tutorials developed by our department.
5. Instructors: You can share the link to the tutorial in D2L or other materials by selecting the “Share” arrow button next to the tutorial name, then click “Copy Link.”





Tutorials for Students of History

“We are not makers of history. We are made by history.”
-Dr. Martin Luther King, Jr.

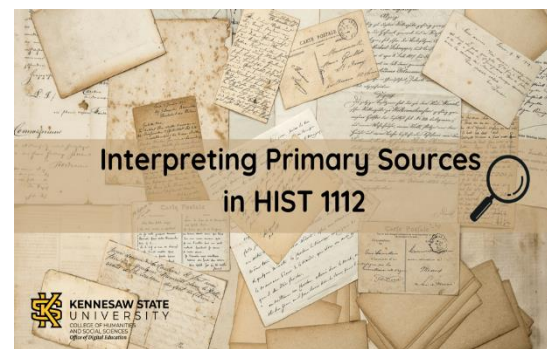
Learn the basics of Turabian formatting, how to recognize and avoid plagiarism, and dive into strategies for interpreting primary sources!

Click the tutorial course titles on the left to learn more!

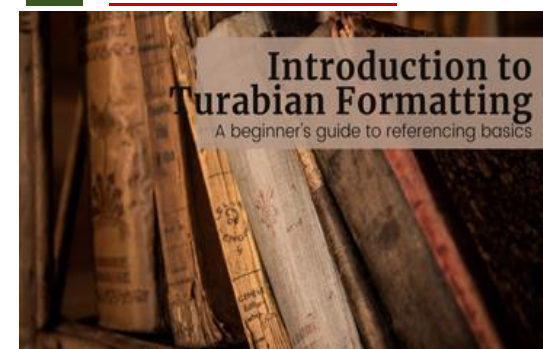
[HIST 1111](#)



[HIST 1112](#)



[TURABIAN](#)



[HIST 2111](#)



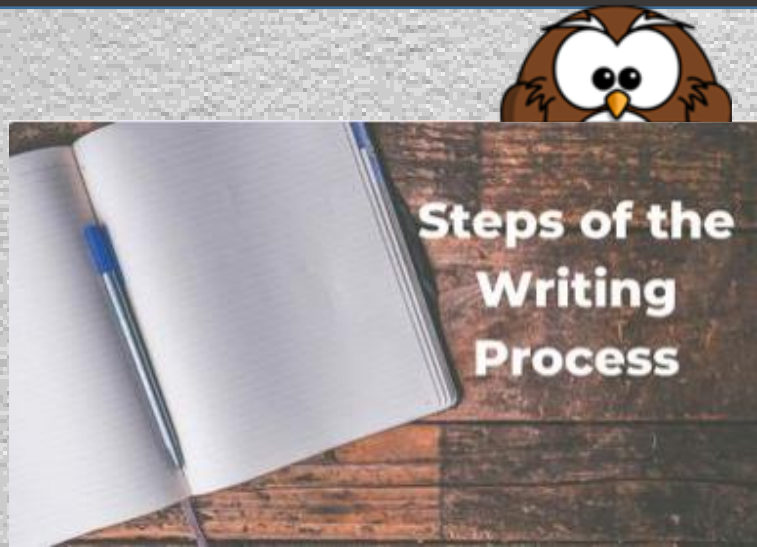
[HIST 2112](#)



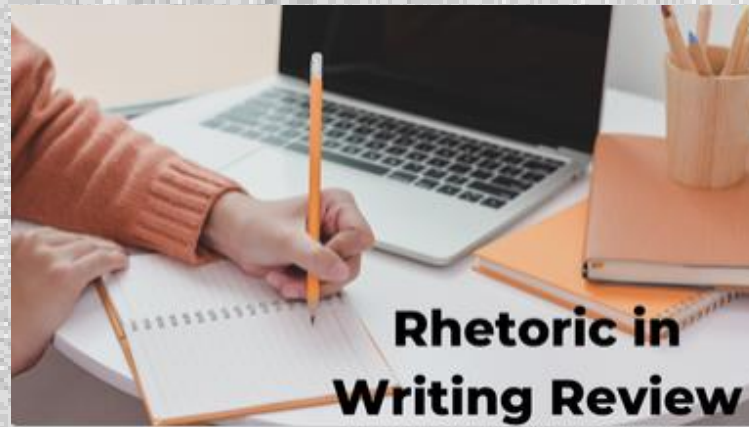
[PLAGIARISM](#)



Writing, Rhetoric, and Documentation Modules



■ An overview of the writing process and helpful strategies for working through each step.



■ This course reviews the concepts of rhetoric in writing and persuasive appeals.



■ A review of the basic components of developing a written argument.



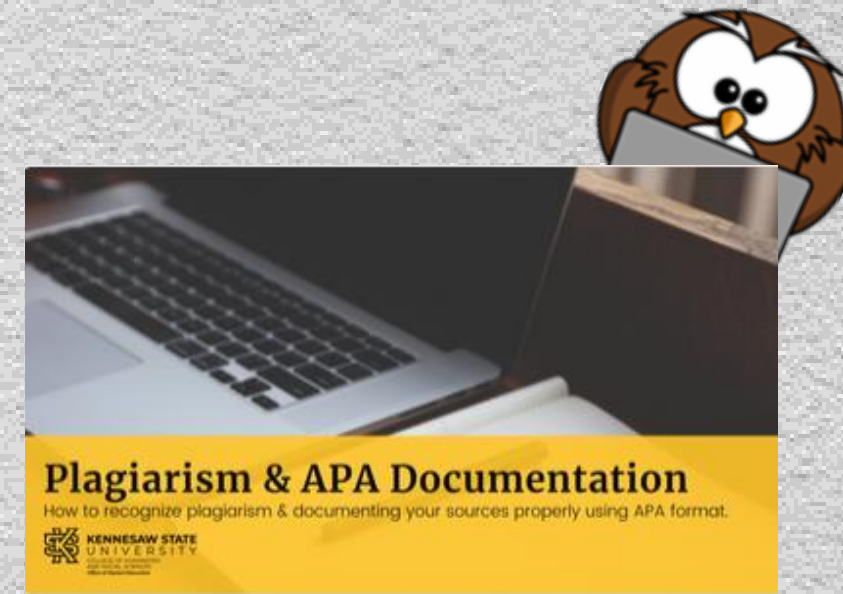
■ This course explains how to strengthen persuasive arguments by reviewing the three strategies of the rhetorical triangle.



■ A presentation that explains plagiarism and stresses the importance of correct MLA documentation.



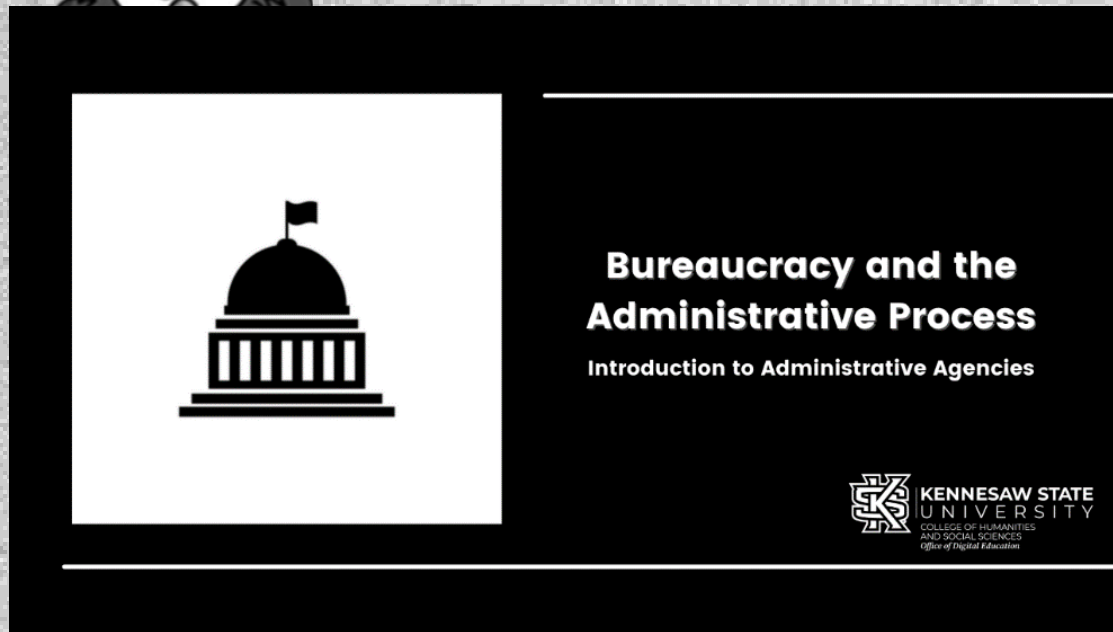
■ An overview of understanding style and audience when writing.



■ A presentation that explains plagiarism and stresses the importance of correct APA documentation.

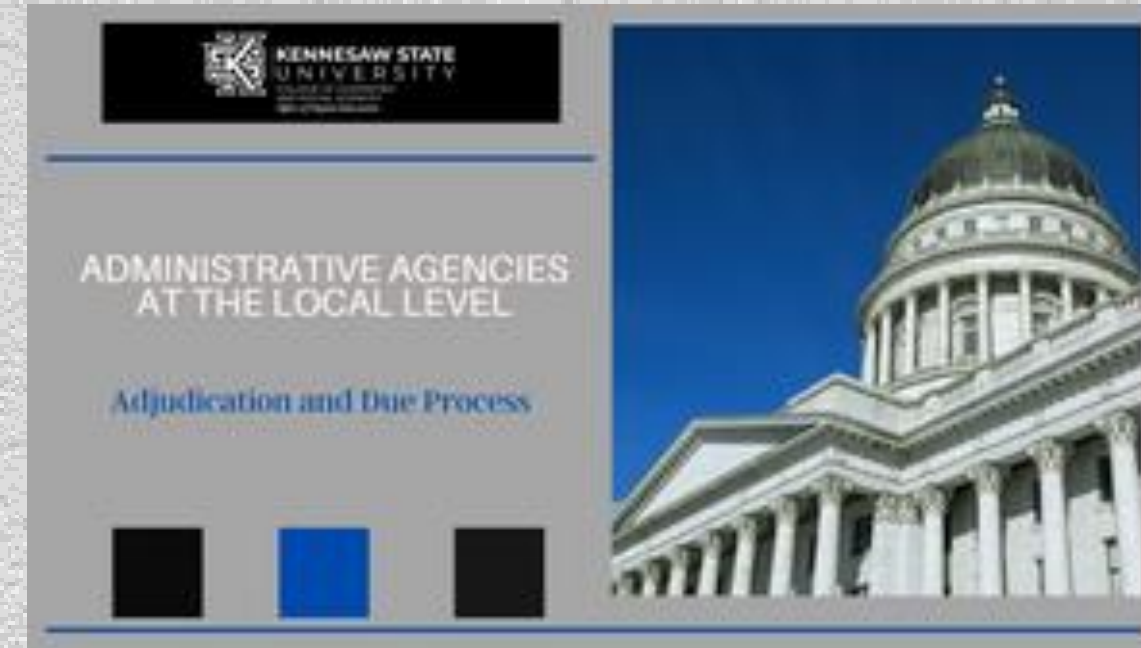


Tutorials for American Government



Learn about the concept of bureaucracy and how the different types of administrative agencies function.

These tutorials are designed to assist students in mastering key concepts



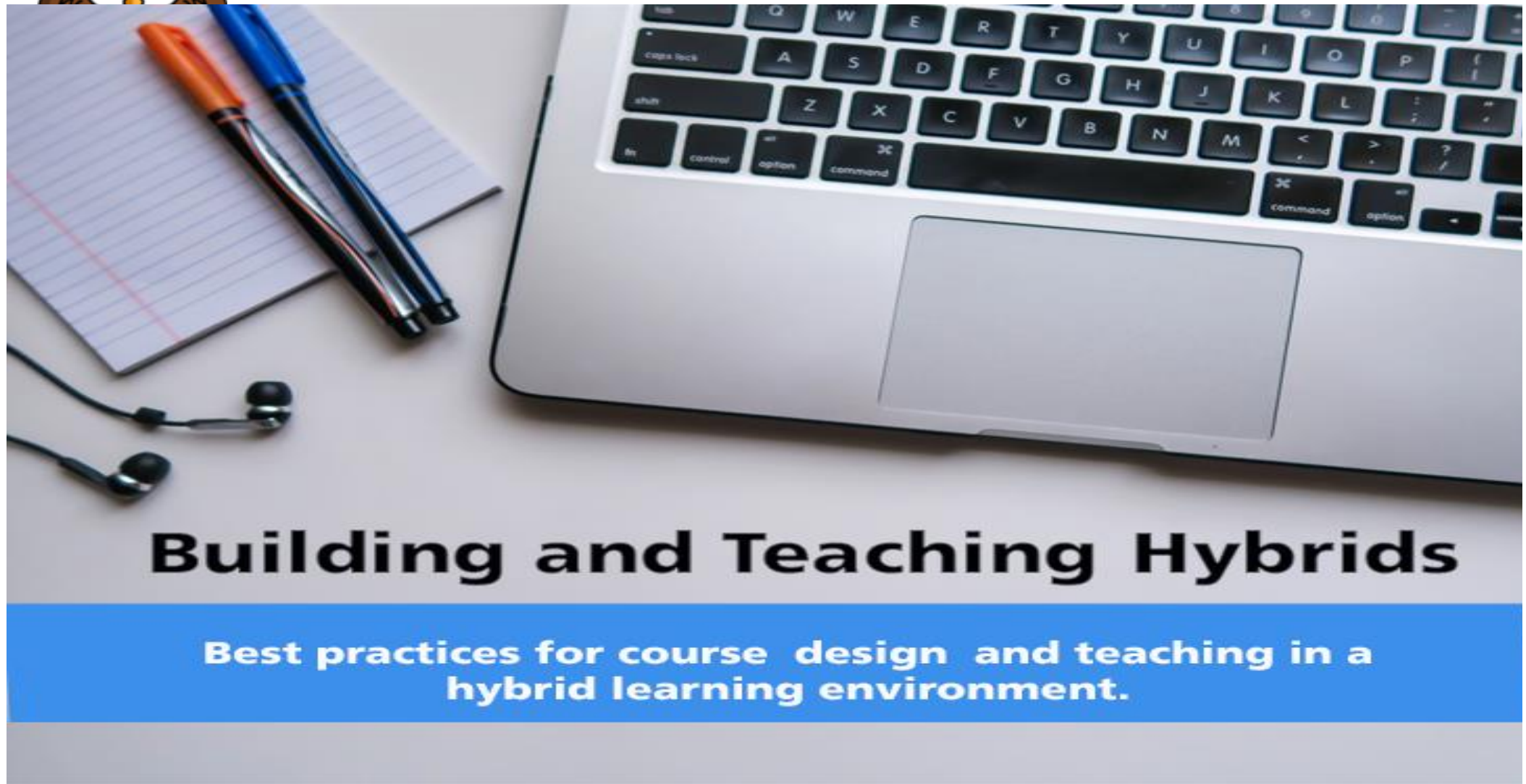
Explore how administrative agencies function locally, and dive into the concepts of due process and adjudication.

Click each course image to learn more!



Take a deep dive into how a federalist system of government works, and how this concept has shifted over the course of US history.





Building and Teaching Hybrids

Best practices for course design and teaching in a hybrid learning environment.

New to Hybrid Course Design?

Divided into six short and engaging mini modules, the BATH training covers everything from understanding what hybrid classes are to research on best practices for designing and teaching courses in this format.

Interactive presentations with short videos and knowledge checks will keep you engaged as you learn about essential topics like creating measurable learning outcomes, using technology to foster engagement in your course, and why and how to build a "Start Here" module.

The course also covers important federal requirements on content equivalency, mandated syllabus resources, and accessibility.

PART 1

Building and Teaching Hybrids

PART 1: WHAT IS A HYBRID?

Learn what a hybrid course is and how it is structured.



PART 2

Building and Teaching Hybrids

PART 2: TYPES OF HYBRIDS

Review the different forms of hybrid courses offered at KSU.



PART 3

Building and Teaching Hybrids

PART 3: MEASURABLE OUTCOMES & ALIGNMENT

Explore alignment and how to create effective learning outcomes.



PART 4

Building and Teaching Hybrids

PART IV: Building Your Hybrid Course

Learn about content equivalency, moving your instruction online, and the "Start Here" module.



PART 5

Building and Teaching Hybrids

PART 5: CREATING ACCESSIBLE CONTENT

Dive into federal accessibility requirements and learn the basics of creating accessible content.



PART 6

Building and Teaching Hybrids

PART 6: TECHNOLOGY AND ENGAGEMENT

Discover some technology tools to engage your students.

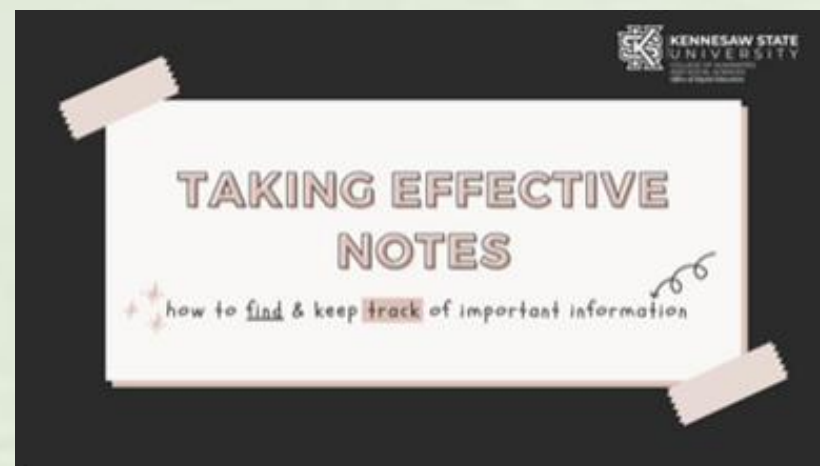


Universal Skills Modules:

These modules will give students the tools they need to navigate the academic and post-academic world. Click on the pictures below to access the modules.



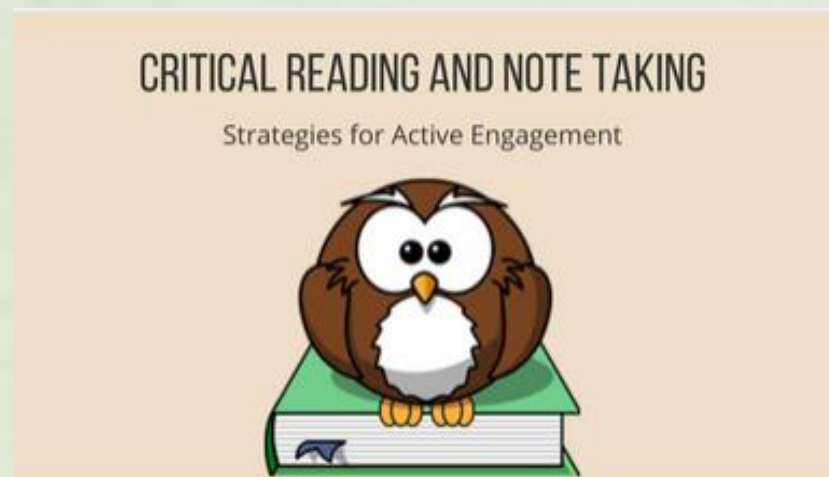
Interactive presentation for online students to help them get started successfully.



This module shows learners how to find and keep track of important information.



This tutorial shows students how to find credible sources for their research projects.



This module provides learners with important strategies for reading critically and effective note taking.



This tutorial covers the basics of responsible social media use and avoiding academic dishonesty.



Universal Skills Modules:

These modules will give students the tools they need to navigate the academic and post-academic world. Click on the pictures below to access the modules.



This course covers the basics of creating accessible web materials.



This module shows you how to manage your time successfully in an online class.



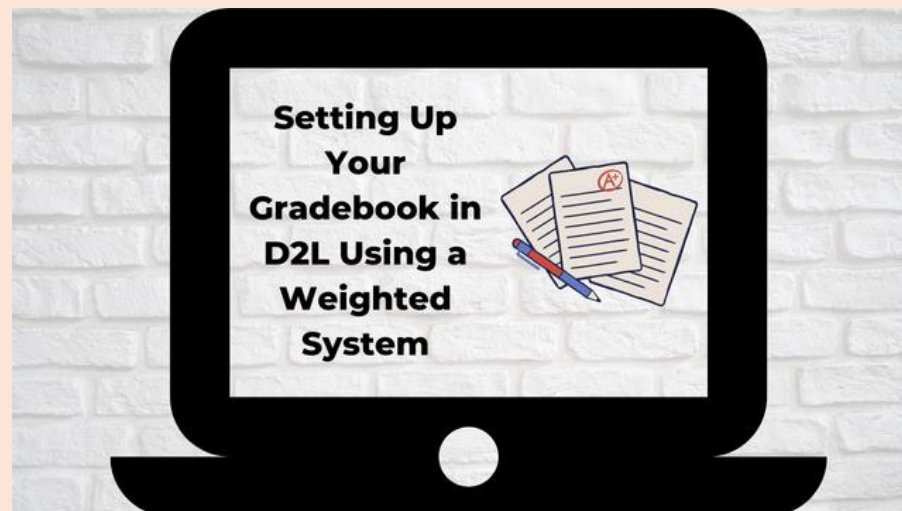
Effective Strategies for Developing a Resume and Cover Letter

This tutorial covers the basic steps for creating a resume and cover letter that will stand out to recruiters.

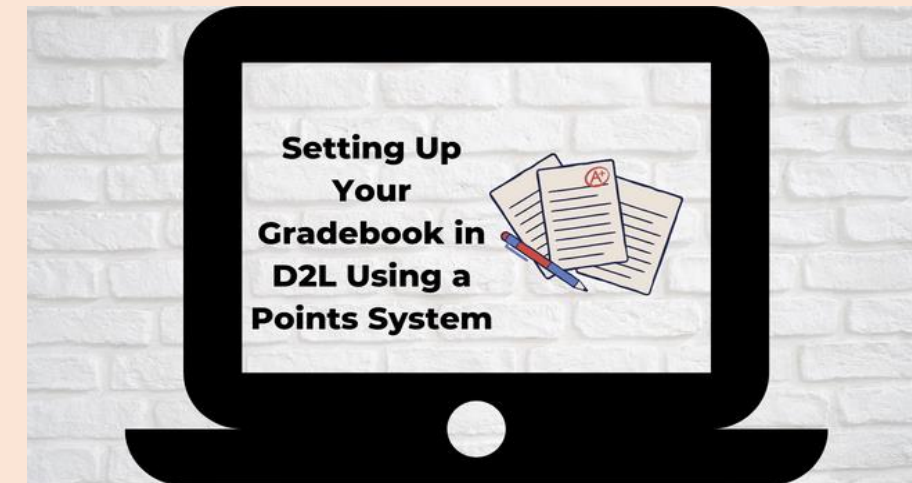


Faculty Professional Development:

These modules will provide you with information that you can implement in your courses to support student success in your classes. Click on the pictures below to access the modules.



This training will walk you through how to set up your gradebook using a weighted system.



This training will walk you through how to set up your gradebook using a points system.



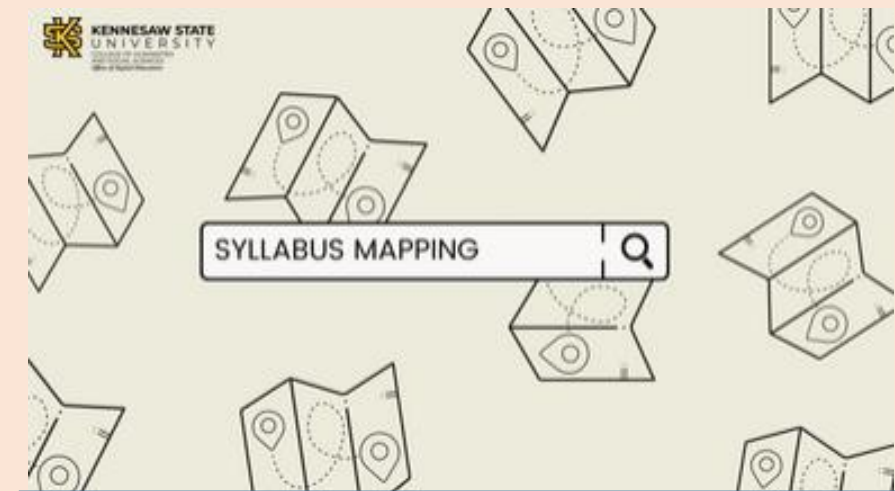
This Jeopardy game will allow you to review key concepts of web accessibility.

Faculty Professional Development:

These modules will provide you with information that you can implement in your courses to support student success in your classes. Click on the pictures below to access the modules.



This module will provide you with a resource for an activity you can do with your students to help them figure out how to meet deadlines and stay on target.



This module will give you the chance to think about how you can structure your syllabus to make sure all the necessary information you want to convey to students is reflected in a meaningful way.



This training will provide faculty members with information they need to develop accessible materials to meet the learning needs of all students.

Resources for Engagement

Content Engagement

- [How to Create a LearningApps Account](#)
- [How to Create a LearningApps Game](#)
- [How to Create a LearningApps Collection](#)
- [How to Use and Edit an Existing Learning Apps](#)
- [How to Create a LearningApps Matching Game](#)
- [How to Create a LearningApps Multiple Choice Game](#)

Quiz Games

- [How to Get Started with Quizizz](#)
- [How to Run an Asynchronous Quizizz Game](#)
- [How to Run a Synchronous Quizizz Game](#)
- [How to Pull a Quizizz Report](#)
- [How to Create a Kahoot Quiz](#)
- [How to Play a Synchronous Kahoot Game and Pull Results](#)



Resources for Engagement

Student Response Tools

- [How to Get Started with Flipgrid](#)
- [How to Create Flipgrid Videos](#)
- [How to Create a Padlet Account](#)
- [How to Create a Padlet Board](#)
- [How to Share a Padlet Board](#)
- [How to Get Started with Miro](#)

D2L Integrations

- [Turnitin Feedback Studio](#)
- [Get Started with VoiceThread](#)
- [How to Edit Captions in VoiceThread](#)

Blogging

- [Get Started with Blogger](#)
- [How to Create a New Post with Blogger](#)
- [Get Started with PBWorks](#)
- [How to Perform Common Tasks on PBWorks](#)



Accessibility Resources

Making Word Documents Accessible

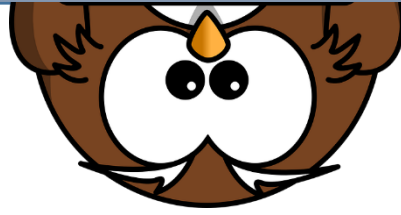
- [How to Write Meaningful Alt Text Tutorial](#)
- [How to Create Accessible Word Documents Tutorial](#)
- [How to Use the Accessibility Checker-Page 1 of this tutorial](#)
- [Creating Alt Text for Pictures-Page 2 of this tutorial](#)
- [Creating Accessible Tables-Page 3 of this tutorial](#)
- [Creating Alt Text for Tables-Page 5 of this tutorial](#)
- [Creating Headings-Page 6 of this tutorial](#)
- [Navigating with Headings-Page 7 of this tutorial](#)
- [If You Have Blank Headings-Page 8 of this tutorial](#)
- [Creating a Link-Page 10 of this tutorial](#)
- [Link to a Place in This Document-Page 11 of this tutorial](#)
- [Linking to an Outside Resource-Page 12 of this tutorial](#)
- [To Create a Table of Contents-Page 13 of this tutorial](#)
- [Color Contrast-Page 14 of this tutorial](#)

Making PowerPoints Accessible

- [How to Create Accessible PowerPoints Tutorial](#)
- [How to Use the Accessibility Checker-Page 1 of this tutorial](#)
- [Reading Order-Page 3 of this tutorial](#)
- [Slide Titles- Page 5 of this tutorial](#)
- [Making Slide Titles Invisible-Page 6 of this tutorial](#)
- [Color Contrast-Page 7 of this tutorial](#)
- [Creating Alt Text-Page 8 of this tutorial](#)
- [Accessible Tables-Page 9 of this tutorial](#)



Accessibility Resources



Making PDFs Accessible

- [Making PDFs Accessible in Adobe Acrobat Pro DC Tutorial](#)
- [Adding the Action Wizard Tool-Page 1 of this tutorial](#)
- [Using the Action Wizard Tool-Page 1 of this tutorial](#)
- [Adding the Accessibility Tool-Page 4 of this tutorial](#)
- [Renaming Tags-Page 5 of this tutorial](#)
- [Creating Tags-Page 6 of this tutorial](#)
- [Tagging Unnecessary Objects-Page 7 of this tutorial](#)
- [Create and Fix Lists-Page 7 of this tutorial](#)
- [Create and Fix Tables-Page 8 of this tutorial](#)
- [Set Alternative Text-Page 11 of this tutorial](#)
- [Videos: PDF Accessibility Solutions](#)

Making Accessible Videos

- [How to Chunk Videos in MediaSpace Tutorial](#)
- [How to Caption Videos in MediaSpace Tutorial](#)
- [How to Caption Videos for Foreign Languages Tutorial](#)
- [How to Request Caption Edits from the DLI Tutorial](#)

Making Accessible D2L Files

- [How to Create Accessible Files in D2L Tutorial](#)
- [Create a HTML File-Page 1 of this tutorial](#)
- [Insert a Picture-Page 1 of this tutorial](#)
- [Insert a Quicklink-Page 3 of this tutorial](#)
- [Formatting Text-Page 3 of this tutorial](#)
- [Lists and Alignment-Page 4 of this tutorial](#)
- [Creating, Using, and Formatting Tables-Page 5 of this tutorial](#)
- [Preview Tool and Accessibility Checker Tool-Page 7 of this tutorial](#)