

[View this email in your browser](#)



**INSTITUTE FOR TEACHING  
AND LEARNING EXCELLENCE**

*Supporting faculty in the creation and development of high-impact learning opportunities*



## Conducting Difficult Conversations

### Leading Students through Difficult Conversations

A critical life skill is the ability to have a difficult conversation with others — in the family, the workplace, etc. Yet it is a life skill that is seldom taught and one that many never master. This hourlong webinar provides instructors with insight and tips on helping students build the skills to be successful in difficult conversations. The focus is on how to incorporate the skills into role plays, activities and case studies – opportunities for students to actually apply the skills and then receive constructive feedback.

**Presenter:** Charles E. “Ed” Kirtley

**Nov. 12 . . . 1:00 to 2:00 p.m.**

[Register Here](#)

### Distinguished Service Award

The [Staff Advisory Distinguished Service Award](#) is a way to appreciate staff members for their merits at OSU. This award allows other staff members to nominate someone who goes beyond the call of duty, enhances ones career and person path and represents OSU in a positive aspect. Please join us on **November 17th at 2:30PM** on [OSTATE TV](#) live broadcast for the ceremony.

### Featured Events

## Canvas Webinars for Fall 2020

ITLE is providing several Canvas-focused webinars to help faculty this semester. These sessions will be useful for instructors who are using online, face-to-face, hybrid or flexible course delivery models.

**Nov. 11**, 9 a.m. — Maintaining Academic Integrity when Using Quizzes in Canvas

**Nov. 18**, 9 a.m. — Setting Up Your Course in Canvas

**Dec. 2**, 9 a.m. — Grades in Canvas: Sorting, Commenting, & Submitting to Banner

**Dec. 9**, 9 a.m. — Introduction to Canvas: Looking Ahead to Spring

## Early Career Faculty Support Program

ITLE has prepared a series of workshops and presentations to help new faculty. Sign up once and attend what you like. A reminder and attendance link will be sent for each event.

### [Downloadable PDF Agenda](#)

\*A *Microsoft Teams* webinar link will be emailed to each registered participant prior to the webinar.

[Register for Events Here](#)

---

## Self-Paced Online Teaching Workshop

This self-paced online teaching workshop covers a variety of topics such as outcome-oriented course design, engaging online learners, creating an online activity and assessment plan and more. Whether you are new to online teaching or need a refresher, this course is designed to meet your needs in a flexible format. While working through modules in the workshop, participants will create an Online Learning Assessment Portfolio, which will be submitted to the instructor upon completion of the final module. After receiving your portfolio, the instructor will set up a time to discuss your experience in the workshop with a one-on-one video conference.

To sign up, contact Elaine Johns at [itleevents@okstate.edu](mailto:itleevents@okstate.edu). You will be asked to provide your CWID so we can add you to the course.

[Self-Paced Online Teaching Workshop Syllabus PDF](#)

---



[Creating Online Quizzes in Canvas](#)

Below is a list of the most useful tutorial videos for creating online exams using Canvas's classic Quizzes tool.

#### Overview of Quizzes and Question Banks

[Watch the Video](#)

#### Creating a Quiz

[Watch the Video](#)

#### Randomizing Quiz Questions

[Watch the Video](#)

#### Quiz Options

Part 1: [Watch the Video](#)

Part 2: [Watch the Video](#)

#### Providing Students Extra Time or Attempts

[Watch the Video](#)

#### Re-Grading a Quiz Question

[Watch the Video](#)

#### Online Exam Proctoring with Examity

[Watch the Video](#)

### More Quiz Related Tutorials

### More Canvas Tips

---

## Need Help with Your Course Design?

As you begin creating your upcoming courses, remember that ITLE teaching support specialists are happy to assist. Although we are not in our offices every day, we are still available to help with all aspects of online teaching. Contact us at [kdickey@okstate.edu](mailto:kdickey@okstate.edu), [gina.morris@okstate.edu](mailto:gina.morris@okstate.edu), or [simon.ringsmuth@okstate.edu](mailto:simon.ringsmuth@okstate.edu).

## Have Questions About Teaching Online?

Contact ITLE for assistance with your online teaching questions.

Phone: (405) 744-1000

Email: [canvas@okstate.edu](mailto:canvas@okstate.edu)

## Shifting to Online Teaching

With a shift to teaching a course online, instructors need a plan to produce high-quality instruction. To accomplish this, it is helpful to think about key elements of learning as you prepare. For more information visit the [Teach Online Effectively](#) webpage.

---

### Visit ITLE Website

Stillwater, OK 74078

*Copyright © 2020 Oklahoma State University, All rights reserved.*

You are subscribed to this list as an employee or student of Oklahoma State University.

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#).