



## INSTITUTE FOR TEACHING AND LEARNING EXCELLENCE

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



### What's in this Email?

1. [Faculty Reads — Diversity Edition](#)
2. [Online Quizzing and Assignments](#)
3. [Working with Grades in Canvas](#)

---

## 1. OSU FACULTY READS — SPRING 2021

### Diversity Edition\*

This semester we are anchoring our conversations in several titles of young adult literature. These works will be complemented with articles and resources about inclusive teaching practices. Each session will cover different works as noted below.

[Read More](#)

[Register Here](#)



**Fri, March 15** . . . Stamped, Dear Martin, & The Hate U Give

**Fri, April 19** . . . Indian No More & We Are Not From Here

\* Faculty will supply their own copy of the book.

---

## 2. ONLINE QUIZZING AND ASSIGNMENTS

Frequent low-stakes quizzes and assignments are one way to check that students are keeping current with online course materials.

### **Working with Question Banks**

#### [Watch the Video](#)

Question banks should be created prior to making quizzes, as these question banks function as containers into which all quiz questions should be placed. After creating a question bank, the questions can then be imported into one or more quizzes.

### **Creating a Quiz**

#### [Watch the Video](#)

After constructing a question bank, an instructor can use those questions to create a quiz. Questions may be placed in question groups or left outside the question groups. After creating and publishing a quiz, it is also populated into the gradebook automatically.

### **Grading Essay Questions in a Quiz**

#### [Watch the Video](#)

Many quiz questions in Canvas can be auto-graded, such as multiple choice or true/false, but questions with subjective answers and grading criteria must be scored by the instructor or a TA. The SpeedGrader interface makes scoring these questions fast and easy.

### **Creating Assignments**

#### [Watch the Video](#)

All graded work in a course is treated as an assignment. The Assignments tool can be used to create, manage and organize all Assignments as well as specify the submission type (online Dropbox submission, no submission, etc.). Points and grading options can be specified as well.

### **Advanced Assignment Options**

#### [Watch the Video](#)

Basic assignment details can be specified from the Assignments navigation tab, but more advanced options can be set such as group assignment, peer reviews, moderated grading, assigning specific groups or individuals, and setting time/date restrictions.

---

## **3. WORKING WITH GRADES IN CANVAS**

Canvas provides several options for grading exams, quizzes and assignments.

### **Creating a Grade Item**

#### [Watch the Video](#)

The Canvas gradebook is created dynamically as various graded items (quizzes, assignments, discussions, etc.) are created elsewhere in a course. This means that instructors do not have to manually manage gradebook items separately from the actual assignments that are being graded.

### **Weighting Grades**

#### [Watch the Video](#)

Weighted grades in Canvas can be used to assign grades based on how much percentage points a grade category is worth (i.e., Weekly Quizzes worth 10% of final grade) This can allow for a great deal of flexibility for instructors who do not want to rely on a strict points-only grading system.

### **Grading with SpeedGrader**

#### [Watch the Video](#)

SpeedGrader is the name Canvas uses for its grading interface, and it is replete with powerful features that help streamline an instructor's grading workflow. This video covers some of the basic elements of SpeedGrader.

## Viewing Gradebook History

### [Watch the Video](#)

The Gradebook History option allows instructors to see all graded works that have been entered according to the time and date they were entered.

## More Canvas Tips

---

## 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](#)

---

## 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

---

Oklahoma State University  
413 Whitehurst  
Stillwater, OK 74078

[Events Calendar](#)

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](#).