



**Overview:**

The following activities can help your students become familiar with D2L and the way you plan to use it in your course. Having students complete these activities will show you that they are capable of using these tools in your course. If students are having trouble with these activities it will allow you to make sure they get help so that they can be successful in your course.

**Class Introductions:**

Create a "Class Introductions" discussion forum in which students can introduce themselves to other students in the course, the instructor can introduce him or herself to the class, and some initial likes and dislikes can be shared. Also it is helpful for students to share photographs of themselves (or some sort of graphic or cartoon which represents them) as a visual means of introducing themselves to others.

**Practice Dropbox Assignment:**

Create a practice Dropbox and require all students to upload a Word document as a means of demonstrating that they can turn in assignments digitally.

**Practice Quiz:**

Build a practice quiz which asks students questions from the syllabus. Specific questions about due dates, assignment points, and late policies are often useful in this type of quiz.

**Introduction to the Course Video:**

Record an "Introduction to the Course" video which provides your teaching philosophy and strategies for success within the course. In order to meet accessibility needs, write out your script before you record it, and then post a link to your script adjacent to the video.

**Welcome Message**

Create a welcome message to your course which is posted in the news area of D2L. In that welcome message you should explain very specifically how students should get started during the first week of the course. Also post a photo of yourself and your contact information so that students might phone or e-mail you if they have questions.

**Syllabus Agreement Email:**

Require all students to send you an e-mail message from their campus e-mail account indicating that they have read the syllabus and agreed to terms. You might also consider asking students to provide you with some emergency contact information in case they have been absent from the course for more than a week and you wish to telephone them to check in on their situation.

**Notes:**

- Use only the activities which pertain to the tools you plan on using in your online or hybrid course