

## **Webcourses@UCF Faculty Support Resources**

Course Development & Web Services offers a variety of resources for faculty and staff members who wish to learn more about Webcourses@UCF. The myUCF portal includes the Webcourses@UCF manual, broken down by tool, in PDF format for viewing or printing located at: <https://my.ucf.edu> > Academic Resources > Fac Webcourses@UCF Resources.

In addition, the Training Web page located at <http://teach.ucf.edu/webctupgrade/training/> offers the schedule of upcoming sessions with a detailed description of the workshops offered. The sessions available include a short, general introduction to Webcourses@UCF titled “Exploring Webcourses@UCF,” six workshops that focus on key tools (Communicating With Students, Mastering the Grade Book, Creating and Managing Assessments, Creating and Managing Groups & Assignments, Presenting Content, and Managing Your Course), and a special workshop designed for faculty and staff members making the transition from the old version of WebCT to Webcourses@UCF.

This session, “Working with Your Migrated Course,” opens with a one-hour exploration of the major changes between the old version of WebCT and Webcourses@UCF, and is followed by a two-hour open lab period where faculty can work with their Instructional Designer or receive support from the Instructional Technology Group. The first portion of this workshop is also available online in live sessions with an extended question-and-answer session, and is recorded for later review if desired.

In addition to face-to-face workshops held in the Library on the Orlando campus, interested faculty can also attend live, online workshops that cover the same information as the face-to-face sessions. These sessions are held using Adobe Connect and are recorded and available online, so those unable to attend a live session and regular participants can review session content anywhere that they have Internet access.

For faculty and staff members who want assistance on an existing Webcourses@UCF section, the Instructional Technology Group offers Open Support Labs every other week during the semester. Faculty and staff members can show up any time during the two-hour sessions to work on their online courses and receive assistance if they have any questions or concerns. The Open Support Labs do not require registration beforehand; the schedule is included on the Training Web page noted above.