

# End of Semester Topics in Educational Technology

*End of Semester Checklist, Spring '22 HuskyCT courses, New Semester FAQs, and UConn's newest assessment tool: Gradescope*



*Image of a man with a laptop displaying an image of finish line with the word "Start" on one side and "Finish" on the other.*

## LOOKING AHEAD TO WINTER AND SPRING

HuskyCT courses for the Winter session and Spring 2022 semester have already been created. You can locate your new Course site by going to the HuskyCT Courses page and clicking on the *Upcoming Courses* section on the top right.

**\*Note:** Lecture and discussion sections are created automatically, while lab, seminar, and independent study sections need to be requested manually via the student administration system.

### Helpful step-by-step guides for:

- [Requesting a HuskyCT course](#)
- [Requesting a Course copy.](#)

## SCHEDULE YOUR GRADE CENTER CONSULTATION

Organizing your HuskyCT Grade Center can seem daunting, but with the help of the Educational Technologies staff, it can be easier than ever. We encourage instructors in need of grade center support to schedule an appointment with us via email at [edtech@uconn.edu](mailto:edtech@uconn.edu), to attend a [workshop](#) or watch our [training video](#).


## MEET THE ED TECHIE



*Muhammad Saad Anwer*



Saad joined the EdTech team in October 2021. From Fairfield CT, he's a first year Computer Science major in the School of Engineering. He enjoys all technology related topics and loves to show people how to use technology in their daily lives. Hobbies include video games, reading, and fencing.

# End of Semester Checklist



The semester's conclusion necessitates various administrative processes. Here's a checklist to help you cover all the steps. Click the link symbol  for direct access to help pages.

## Final Grade Center Preparation



Link

- Confirm Letter Grading Schema matches syllabus 
- Confirm final calculated column is accurate 



## Submitting Final Grades

- Send final HuskyCT grades to Student Admin before 2pm on December 22 
- Record final grades in Student Admin before 4pm on December 22 

## Other End of Semester Topics

- Extending course availability 
- Student Evaluations 

## Preparing Your Course for Future Use

- Check Grade Center for hidden/unused columns 
- Delete unused columns 

# New Semester FAQs



## Q: Do I need to request my Spring '22 HuskyCT course?

- For lecture and discussion sections = No
- For labs, seminars, and independent studies = Yes

## Q: Where is my Spring '22 HuskyCT course?

- After logging in to HuskyCT, navigate to the Courses section, in the top right click Upcoming Courses.

## Q: Should I combine course sections before or after requesting a course copy from a previous semester?

- It's best to combine all course sections together before requesting a course copy from a previous semester.

## Q: When will students be able to access my HuskyCT course?

- Courses open for students on the 1st official day of the semester.
- To open courses early, you can adjust the availability dates.

## Q: I'm new! Where can I find information about getting started?

Extensive resources are available at the following sites:

- Your HuskyCT Institution page
- EdTech Homepage
- UConn Knowledge Base
- On-demand workshop recordings
- Live training through FINS

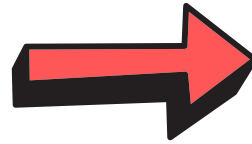
## Q: Who do I contact if my students or I need help?

- Students should always contact ITS (techsupport@uconn.edu 860-486-4357)
- Instructors/staff should contact ITS for technical issues and EdTech for support on using software and technology with instruction. (edteche@uconn.edu 860-486-5052)

## Q: What should I know if I plan to use iClicker next semester?

- iClicker instructor guide

# Get your Spring '22 HuskyCT Course



# Flowchart



= Action Required



= Proceed to next step

## 1). Locate or Request Blank Course Shells



**Request:** Lab, seminar, independent study sections from Student Admin: ([LINK](#)).



**Locate:** Lecture & discussion sections: in Upcoming courses ([LINK](#)).

## 2). Combine multiple or cross listed course sections



**Request:** Course section combination via form ([LINK](#)).



**Don't Need to Combine**

## 3). Copy Content (Restore) from Previous Course



**Request:** Previous course content is copied onto new course section. ([LINK](#)).



**Don't Need to Restore Content**

## 4). Update Course Content and Dates



**Continue:** to the next page "Updating your Course for New Semester"

# Updating your Course for the New Semester

## 1. Course Dates

When HuskyCT courses are copied... content, assessments, tools, *and* dates are copied. Reviewing and updating all associated dates will help prevent issues or student confusion during the semester.

With the **Date Management Tool** ([Link](#)), you can review and adjust ALL the dates in your course including: due dates, availability, and adaptive release for the following content items, tools, and assessments.

- *Announcements*
- *Assignments & Tests*
- *Discussion Boards & Journals*
- *Item/Folder/Module Availability*
- *Item/Folder/Module Adaptive Release*

It's also important to locate and update other old dates listed in assessment instructions, course files, item names, or the syllabus, and course schedule.

## 2. Course Syllabus and Schedule

It's tempting to just swap out last semester's dates and times with this year's and be done with it, but it's worth giving your syllabus a thorough review. To help you make sure that your syllabus is clear, accessible, and up to date with UConn policy, check out [CETL's page about creating a strong syllabus](#). This resource includes [a downloadable syllabus template](#) and plenty of info about what to include in your syllabus.

## 3. Course Content

It's best practice to review ALL of the content in your course prior to the start of the semester. Here are some areas that often can use a bit of attention.

- **Course Menu:** Reorganize, remove unneeded or duplicate items (*Announcements, Course Overview and Syllabus, Library Resources, and My Grades*)
- **Announcements:** Create a new welcome message and delete obsolete announcements from last term.
- **Web links:** check hyperlinks out to external pages, youtube links, and remove/update broken links
- **Media:** Check that all media displays properly

## 4. Grade Center

Rather than hiding unused grade columns under the rug, it's best to clean out and organize your grade center as much as possible at the start of new semester...for your own sanity.

- [Unhide hidden columns](#)
- [Delete unused columns](#)
- [Set up a calculated Final Grade column that's aligned with your current syllabus](#)

## 5. Add a TA or Co-Instructor

While your student roster will automatically be populated in HuskyCT, you can add other instructors and TAs directly to your course yourself. You can find directions how to add a user on our [Instructor Resource Site](#).





# Assessment Tool: Gradescope

## What is Gradescope?

Gradescope is a newly licensed feedback and assessment tool that dramatically reduces some difficulties and time associated with grading exams, homework, and other assignments. Gradescope is widely used for delivering assessments remotely. It enables instructors and graders to give better and more timely feedback, resulting in improved learning outcomes. Dynamic rubrics help streamline the tedious parts of grading while increasing grading consistency. AI-assisted Grading allows instructors to automatically group similar answers and grade all the answers in each group at once. Gradescope also helps with grading programming assignments at scale and can automatically grade printed bubble sheets

### Highlights Include:

- More quality and timely feedback, resulting in improved learning outcomes
- Dynamic rubrics that help streamline the tedious parts of grading while increasing grading consistency and decreasing bias
- Various assignment types ranging from fully online with many question types to handwritten, or a combination of the two
- AI-assisted grading which allows instructors to automatically group similar answers and grade all the answers in each group at once

Visit the Educational Technologies [Gradescope page](#) for a robust catalogue of resources and support for instructors and students.

### **Upcoming Gradescope workshops w/ Dan Facchinetti:**

- |                                 |                           |                                   |
|---------------------------------|---------------------------|-----------------------------------|
| • Deliver and Grade Assignments | December 9, 2:30-4:00p.   | <a href="#">Registration Link</a> |
| • Deliver and Grade Assignments | January 5, 2:30-4:00p     | <a href="#">Registration Link</a> |
| • How Faculty Use Gradescope    | December 15, 10:30-11:30a | <a href="#">Registration Link</a> |

### **Instructor Training by Gradescope**

- Register for a weekly [Gradescope Workshop](#) hosted every Thursday from 12:00-1:00pm (EST)

### **On-demand Gradescope learning videos**

- [Get Started with Gradescope Workshop](#) that has chapters for easy navigation
- [Advanced Gradescope Workshop](#) that has chapters for easy navigation