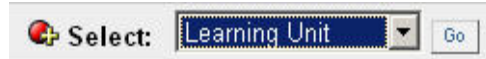


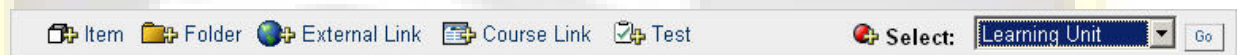
Learning Unit



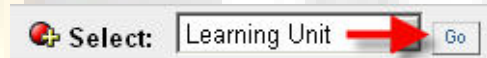
Learning Units enable Instructors to set a structured path for progressing through content within a course. This allows students to view content in an intuitive, self-paced style. All types of content, such as Items, Assignments, and Assessments may be included in a Learning Unit. For example, a Learning Unit on Shakespeare is created, including Files, Assignments and an Assessment.

Content within a Learning Unit is added and managed just like content in a folder. The Learning Unit is a shell to which other content, such as files, is added. Learning Units can be modified like any other item within a Content Area.

Adding a Learning Unit: Go to the content folder that you would like to add the Learning Unit.



On the right side of the tool bar, select **Learning Unit** and then click on **Go**.

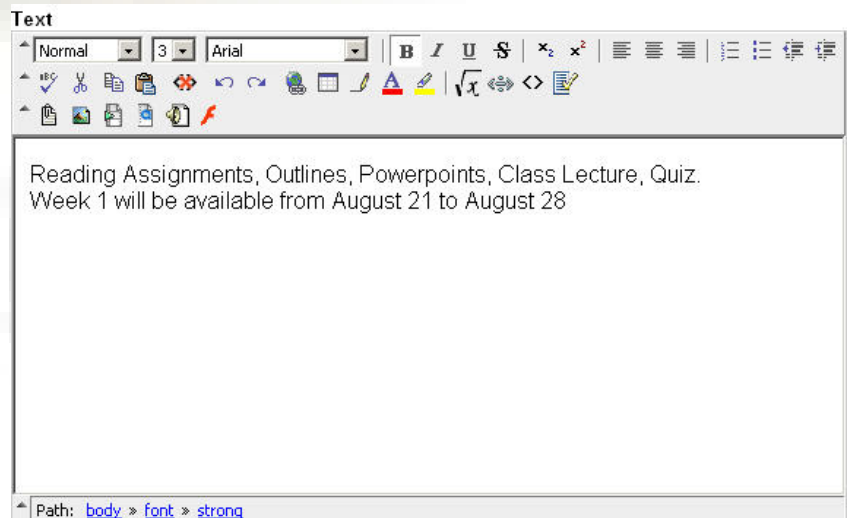


1 Learning Unit Information

Name: Enter the [name](#) of the Learning Unit. This will be visible to the student as a link to your Learning Unit. Most Learning Units are used to group class material by schedule or by topic.

Name

Text: Enter a description of the Learning Unit. It can also include valuable information such as what is included in the learning unit and how long it will be available to the student. Statements like, "You must complete all activities before (give date of when the learning unit will be turned off)."



Remember: In the text area, add only the description and information about the

learning unit. This is not the location to add your course content! After submitting this learning unit, you must enter the learning unit and add content.

3 Options

Make the content available: Select Yes to make this Learning Unit available to students.

Enforce sequential viewing of the Learning Unit? Select Yes to enforce students to view the Learning Unit in the order items within it are listed. Students will not be able to advance to a page within the unit without having viewed the previous page. If sequential viewing is not enforced, items in the Learning Unit may be viewed in any order from the Contents page.

Open in new window: Select the check box to open the URL in a new window when it is accessed by a student.

Recommendation: Select No for this option. Opening a new window for Learning Units seems to add confusion to the student.

Track number of views: Select Yes if you want to track students that have visited this Learning Unit. To view these Statistics, next to the Learning Unit, click on Manage and then Statistics Tracking.

Choose date and time restrictions: The date the Learning Unit will be available can be selected here. Using this feature will also restrict all content information within this Learning Unit.

Display After: Select the date and time when this Learning Unit will become available to students. This field is optional; the instructor may control availability through the Make the link available option without setting specific dates.

BPCC Recommendation: Please do not select 12:00 am or 12:00pm. This has been a large source of confusion for many students and faculty. Using 11:55 or 12:05 in place of 12:00 seems to eliminate most of the confusion.

Display Until: Select the date and time the Learning Unit will be made unavailable to Students. This field may be left blank.

BPCC Recommendation: Please do not select 12:00 am or 12:00pm. This has been a large source of confusion for many students and faculty. Using 11:55 or 12:05 in place of 12:00 seems to eliminate most of the confusion.