myCourses Vocabulary Cheat Sheet

Course Menu Links

- **Course Menu** - The list of links that appear along the left side of a course site.
- **Content Area** - Top-level organizational units of a course that hold all of your course materials.
- **Module Page** (What's New) - Page that displays announcements and course updates to students.
- **Blank Page** - Creates a page on the menu where instructors can add text, images, or other media.
- **Tool Link** - Point students to specific useful places like their grades page, email, or the calendar.
- **Web Link** - Can be used to link to an outside website from your course menu.
- **Course Link** - Link to an existing area or piece of content that already exists in your course site.
- **Subheader** - Custom text labels that organize your course menu links.
- **Divider** - Horizontal lines that organize course menu links.

Most Useful Tool Links

- **Announcements** - Post messages to your class that appear in the course site and student email inboxes.
- **Blackboard Collaborate** - Conferencing tool used to meet with students for office hours/live sessions.
- **Calendar** - Provides a block calendar view of due dates for course activities.
- **Course Messages** - Internal mail tool within each course site. All messages remain in the course site.
- **Email** - Mail tool that allows uses to send emails from myCourses to another person's Outlook inbox.
- **My Grades** - Page where students can view grades and feedback provided by the instructor.

Content Area Tools

- **Item** - Text heading that displays within a content area page.
- **File** - Upload PDF files, word documents, PowerPoint files, or any other attachable files.
- **Web Link** - Add a link to a website on the internet.
- **Course Link** - Link to an existing area or piece of content that already exists in your course site.
- **Content Folder** - Additional level of organization, much like folders on a computer.
- **Learning Module** - Organizes content into a "book" that displays each piece of content one at a time.
- **Blank Page** - Creates a virtual document space for instructors to add text, images, or other media.
- **Mashups** - These tools allow you to import or create multimedia in your course site.

Assessment Tools

- **Test** - Deliver a series of graded questions. Options can be set for visibility, timer, and question delivery.
- **Survey** - Same options as a test, but data collection and evaluation is anonymous.
- **Assignment** - Typically used to accept private file submissions like papers or presentations.

Interactivity Tools

- **Discussion Forum** - Facilitates threaded back-and-forth text discussions about a topic or idea.
- **Blog** - Facilitates a series of longer student posts that all students can see and comment on.
- **Journal** - Similar to blogs, but only the instructor sees student posts. Typically used for reflection.
- **VoiceThread** - Facilitates threaded back-and forth audio/video discussions. Also allows students to submit multimedia presentations.