<div align="center">Enhanced Classes</div>

Enhanced Classes are traditional or face-to-face classes that utilize Blackboard to provide course materials to students. These classes meet normally during the week and semester.

Here is what you could do to help your students.

Course Setup

- ☐ Request a course build in Blackboard at https://my.daemen.edu/offices/computing/bb_course_request/status.php
  - o Course Request must include information from WebAdvisor
    - ▪ Course Title
    - ▪ Course Code
    - ▪ Course Section
    - ▪ Any Cross Listing Information
  - o Students will be added to your class just prior to the start of the semester from WebAdvisor
  - o Recommend the Course Request is done 2 to 3 weeks prior to the start of classes

- ☐ Course Syllabus loaded

- ☐ Course Calendar loaded
  - o including physical class meeting times

- ☐ Other general course materials loaded

- ☐ Lessons materials created and organized into folders or modules
  - o Lectures recorded and/or written, loaded, and organized according to lesson
  - o Assigned readings loaded and organized according to lesson
  - o Other materials needed for lesson loaded and organized according to lesson

- ☐ Assignments created and organized according to lesson
  - o Individual and Group

- ☐ Tests, Quizzes, and Surveys created and organized according to lesson

- ☐ Grade Book created and organized according to lesson

- ☐ Student-to-Student Interactions created and organized according to lesson
  - o For example: Discussion Boards, blogs, journals, wikis, etc.