



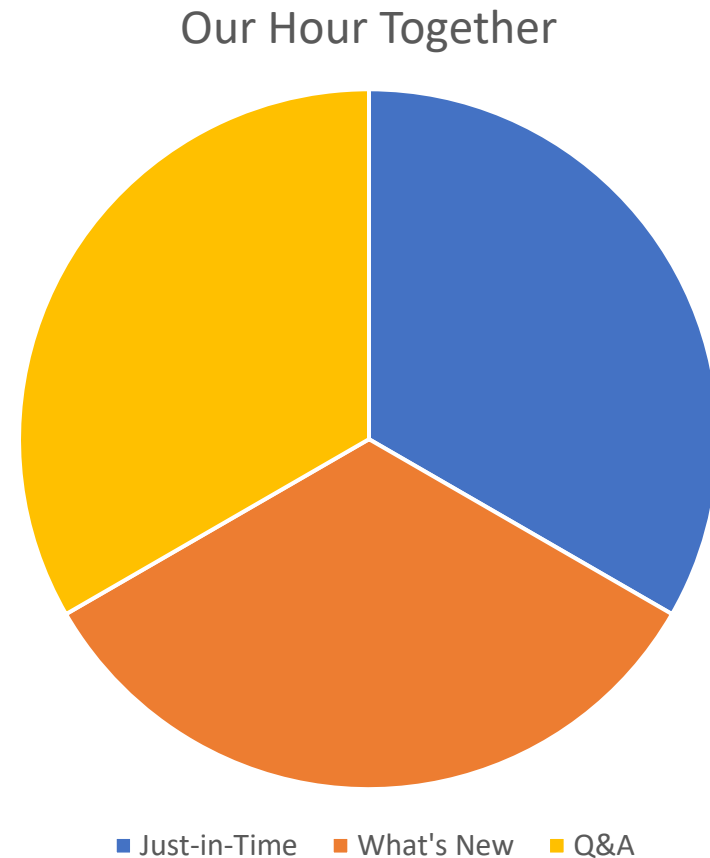
CoursePlus Refresher

Term 1, AY 2022-2023

THIS SESSION IS BEING RECORDED!

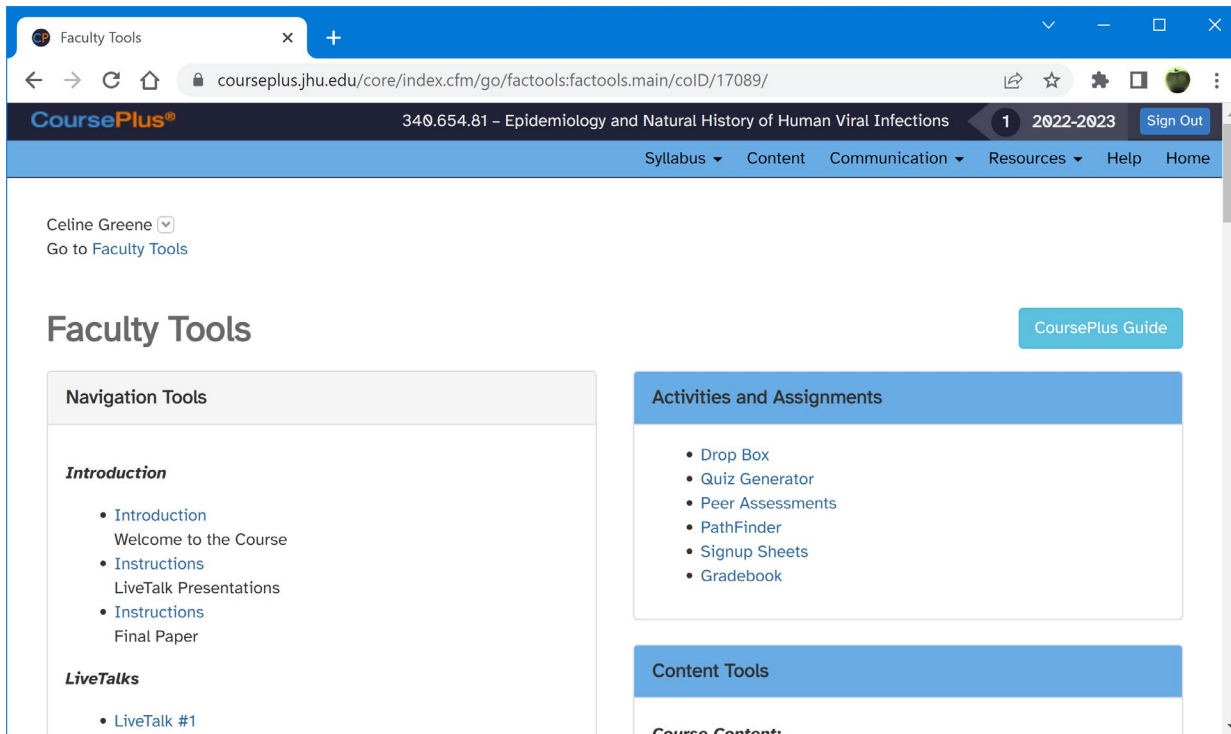
Overview of Today's Workshop

- Need to Know CoursePlus Tools:
Just-in-time for Term's Start
- What's New in CoursePlus
- Open Q & A



Need to Know CoursePlus Tools: Just-in-time for Term's Start

Faculty Tools



Faculty Tools

courseplus.jhu.edu/core/index.cfm/go/factools:factools.main/coID/17089/

CoursePlus® 340.654.81 – Epidemiology and Natural History of Human Viral Infections 1 2022-2023 Sign Out

Syllabus Content Communication Resources Help Home

Celine Greene Go to Faculty Tools

Faculty Tools

CoursePlus Guide

Navigation Tools

Introduction

- Introduction
Welcome to the Course
- Instructions
LiveTalk Presentations
- Instructions
Final Paper

LiveTalks

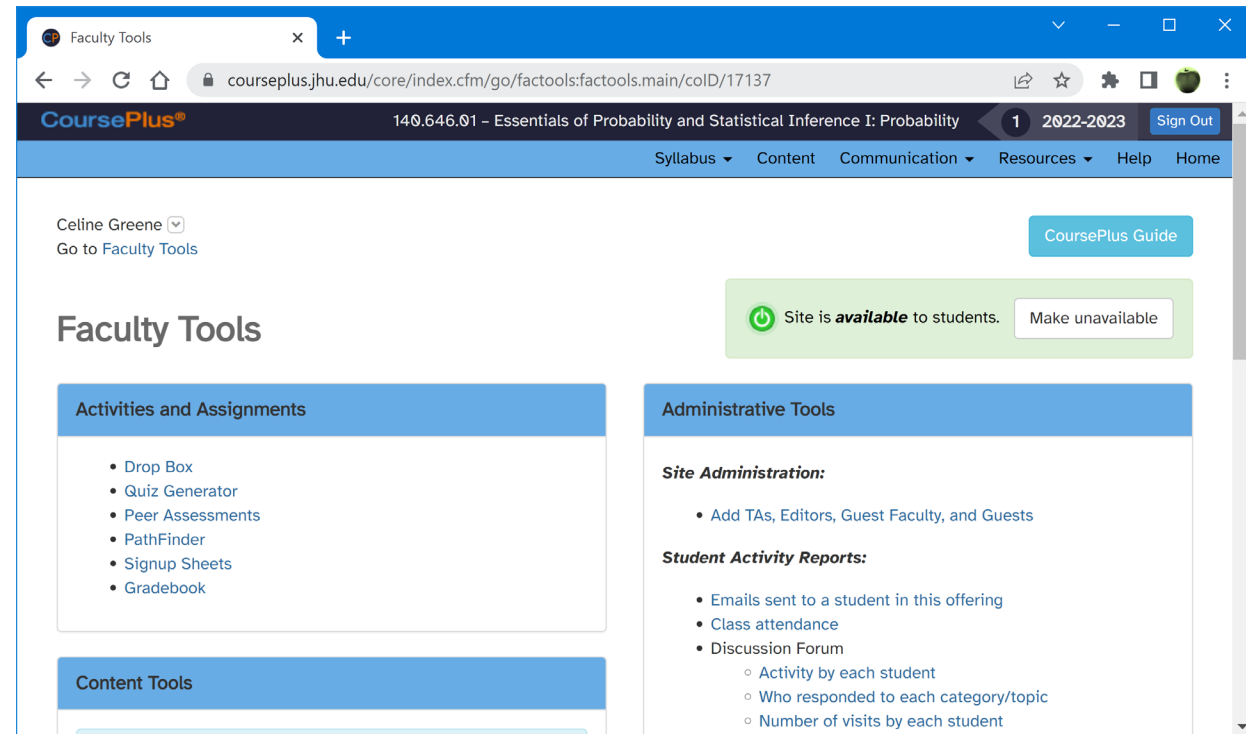
- LiveTalk #1

Activities and Assignments

- Drop Box
- Quiz Generator
- Peer Assessments
- PathFinder
- Signup Sheets
- Gradebook

Content Tools

Course Content:



Faculty Tools

courseplus.jhu.edu/core/index.cfm/go/factools:factools.main/coID/17137

CoursePlus® 140.646.01 – Essentials of Probability and Statistical Inference I: Probability 1 2022-2023 Sign Out

Syllabus Content Communication Resources Help Home

Celine Greene Go to Faculty Tools

CoursePlus Guide

Site is **available** to students. Make unavailable

Activities and Assignments

- Drop Box
- Quiz Generator
- Peer Assessments
- PathFinder
- Signup Sheets
- Gradebook

Content Tools

Administrative Tools

Site Administration:

- Add TAs, Editors, Guest Faculty, and Guests

Student Activity Reports:

- Emails sent to a student in this offering
- Class attendance
- Discussion Forum
 - Activity by each student
 - Who responded to each category/topic
 - Number of visits by each student

Syllabus Builder – 1

The screenshot shows a web browser window with the URL `courseplus.jhu.edu/core/index.cfm/go/syl:syl.admin.view/coid/17089/`. The page header includes the CoursePlus logo, the course title "340.654.81 – Epidemiology and Natural History of Human Viral Infections", the term "1 2022-2023", and a "Sign Out" button. A navigation menu contains "Syllabus", "Content", "Communication", "Resources", "Help", and "Home".



The main content area shows the user "Celine Greene" with a dropdown arrow and a link to "Go to Faculty Tools". The syllabus title "Epidemiology and Natural History of Human Viral Infections Syllabus" is displayed, with two buttons "Print to PDF" and "History" highlighted by an orange box. Below the title, the course details are listed: "340.654.81 | AY 2022 - 1st Term | 6 Credit(s)", "Time: No time set. Location: No location set.", "Status of Your Changes in the Course System: Active", and "Add Period: 08/29/2022 – 09/02/2022 | Drop Period: 08/29/2022 – 09/09/2022".

At the bottom of the main content area, there are three buttons: "Collapse All Content", "Reorder Sections", and "+ New Section", with the latter two highlighted by an orange box.

The "Primary Teaching Team" section is highlighted in a dark blue header. It lists the "Faculty" member Homayoon Farzadegan (`hfarzad1@jhu.edu`) and "Teaching Assistants" Chelsea Lutz (`clutz8@jhu.edu`) with a note: "Office: Please email me to schedule a Zoom meeting". The "Last Edited on: 8/10/2022 8:27 AM" timestamp and edit/delete icons are also present.

The "Course Description" section is also highlighted in a dark blue header. It contains the text: "Emphasizes biology, epidemiology and pathogenesis of diseases caused by human viruses. Discusses virus interaction with host, diagnostic methodologies, immunization and". The "Last Edited on: 1/12/2022 3:41 PM" timestamp and edit/delete icons are also present.

Syllabus Builder – 2

 Collapse All Content  Reorder Sections **+ New Section**

+ New Custom Section

Required

+ Required Text(s)

Recommended

+ Exam Dates







+ Tracking of Your Activity When Taking Online Quizzes/Exams in CoursePlus

+ Use of In-Class Recordings

Sort Sections X

Save Order

Click and drag on the handle (≡) to reorder items.

-  Contact Information
-  Course Description
- Why Take This Course
-  Course Learning Objectives
-  Intended Audience
-  Prerequisites
-  Course Format

Content: Class Sessions Tool – 1

The screenshot shows a web browser window with the following elements:

- Browser Tab:** Manage Class Sessions
- Address Bar:** courseplus.jhu.edu/core/index.cfm/go/cpsch:showStudentLectureSessions/coid/17134/
- Course Header:** CoursePlus® 180.609.01 – Principles of Environmental Health 1 2022-2023 Sign Out
- Navigation Menu:** Syllabus, Content (selected), Communication, Resources, Help, Home
- Session Title:** Wed, Aug 31, 2022 *Exposure/Public Health Toxicology Design Megan Latshaw/Class*
- Main Content:**
 - Text: For the in-class discussion on public health toxicology, please watch the recording of Haley's lecture and refer to the PowerPoint. Please bring any questions you have into class to discuss and be ready to talk about public health toxicology!
 - Text: Assignment 1 is due in the DropBox on Tuesday, September 6, 11:59 PM. Be prepared to discuss the article and your answers in class on Wednesday, September 7.
 - Text: Assignment 2 is due in the DropBox on Sunday, 9/11 at 11:59 PM. Please work with your groups to complete the assignment and be ready to discuss your answers in class on Monday, 9/12.
- Zoom Link for this Session:**
<https://zoom.us/j/98332721147?pwd=QjVJdEZPN0YycVBvN01KY1ZOZ0NnUT09&from=addon>
- Online Library:** (.zip)
 - General
 - Instructions for Assignment 1 (Type: docx)
 - Needleman Article Assignment 1 (Type: pdf | Size: 2 MB) **Required**

Content: Class Sessions Tool – 2



Wed, Sep 7, 2022 *Assignment 1 Journal Article Review / Occupational Health Class/Kirsten Koehler*


Assignment 1 is due in the DropBox TODAY! Please be prepared to discuss your answers with the class.


Assignment 2 is due in the DropBox on Sunday, 9/11 at 11:59 PM.

Zoom Link for this Session:

<https://zoom.us/j/98332721147?pwd=QjVJdEZPN0YycVBvN01KY1ZOZ0NnUT09&from=addon>

 Edit

 Delete

Zoom Link for this Session:

Make the Zoom link for this session the same for all sessions in this course.

Session Survey:

Add a template survey to this session

Link Online Lecture Materials in Any Course You Teach:

Content: Schedule Builder – 1

The screenshot shows a web browser window with the URL `courseplus.jhu.edu/core/index.cfm/go/content.main/coid/17089/`. The page header includes the CoursePlus logo, the course title "340.654.81 – Epidemiology and Natural History of Human Viral Infections", the semester "1 2022-2023", and a "Sign Out" button. A navigation menu contains "Syllabus", "Content", "Communication", "Resources", "Help", and "Home".

Below the header, the user "Celine Greene" is logged in, with a "Go to Faculty Tools" link and an "Edit the Schedule" button. The current Baltimore time is displayed as "Tuesday, August 23, 2022, 8:55:13 am".

A note states: "Note: Assignments become accessible on the dates listed in the 'Available' column. All assignments are due no later than 11:59 p.m. Eastern Time on the date indicated, unless otherwise noted. All times are for Baltimore, Maryland (Eastern United States). Visit <http://www.timeanddate.com/worldclock> to convert to your local time."

A button labeled "Download the schedule to your calendar" is located below the note.

Available	Assignment	Due	Completed?
Introduction			
Mon, Aug 29	Introduction Welcome to the Course		<input type="checkbox"/>
	Instructions LiveTalk Presentations		<input checked="" type="checkbox"/>
	Instructions Final Paper	Fri, Oct 21, 11:59 PM	<input checked="" type="checkbox"/>
LiveTalks			

Content: Schedule Builder – 2

The screenshot displays the CoursePlus interface for a faculty member. At the top, the browser address bar shows the URL `courseplus.jhu.edu/core/index.cfm/go/sch:sb.admin/coid/17089/`. The CoursePlus header includes the course ID `340.654.81 - Epidemiology and Natural History of Human Viral Infections`, the current semester `2022-2023`, and a `Sign Out` button. A navigation menu contains `Syllabus`, `Content`, `Communication`, `Resources`, `Help`, and `Home`.

User information for `Celine Greene` is shown, with a `Go to Faculty Tools` link. The main section is titled `Course Schedule` and features five action buttons: `Edit Master Calendar Details`, `Add New Category`, `Add New Event`, `Renumber Lectures`, and `See Change Log`.

The course schedule is presented in a table with columns for `Available Date` and `Due Date`. The events are grouped under the `Introduction` category, which has its own management options: `Delete Category`, `Edit Category`, `Add Event`, and up/down arrows.

	Available Date	Due Date	
Introduction <code>Delete Category</code> <code>Edit Category</code> <code>+ Add Event</code> <code>↑</code> <code>↓</code>			
Introduction: Welcome to the Course	Mon, Aug 29, 2022	-	<code>Delete</code> <code>Edit</code>
Instructions: LiveTalk Presentations	Mon, Aug 29, 2022	-	<code>Delete</code> <code>Edit</code>
Instructions: Final Paper	Mon, Aug 29, 2022	Fri, Oct 21, 2022	<code>Delete</code> <code>Edit</code>

Content: Schedule Builder – 3

Add a New Schedule Event to "MODULE 1: Introduction and Overview of ArcGIS Software (Week 1)"

Assignment Type:

Assignment Description:

Additional Information:

Associate Event with Add a new page

Available Dates:

Start

Due Date

sk Available Date

Access Ends

- None--
- None--
- PageBuilder Page
- Quiz
- LiveTalk
- Online Library
- Discussion Forum
- Wiki
- Survey
- Drop Box
- Peer Assessment
- Signup Sheet
- Pathfinder Sim
- Other Web Page

Class Email Tool – 1

Principles of Environmental Health x +

courseplus.jhu.edu/core/index.cfm/go/eml:email/courseofferingid/17134/emailid/0

CoursePlus® 180.609.01 – Principles of Environmental Health 1 2022-2023 Sign Out

Syllabus Content Communication Resources Help Home

Celine Greene Go to Faculty Tools

Directory Filters View Class Email Archive

Send Message To: Everyone

Select listed

- Acosta-Pecina, Tristan
- Ameglio, Isabella
- Berry, Allie
- Chatpar, Elizabeth
- Chen, Roger
- Cubillas Flores, Maria
- Deme, Samiksha
- Deng, Leon

From: celine.greene@jhu.edu

To:

CC:

External CC: i.e. colleague@us.gov; researcher@nonprofit.org

Options:

- Display on the class email archive page
- Display as an announcement on course home page
- Send a copy to me
- I need technical support
- Enable Scheduled Delivery

Subject:

Attachment(s): Browse... (Maximum 3 attachments)

Import Message from Last Offering: None

Class Email Tool – 2

Directory **Filters**

Drop Box ▾

Assignment 1 ▾

Turned in assignment ▾

Select listed

Directory **Filters**

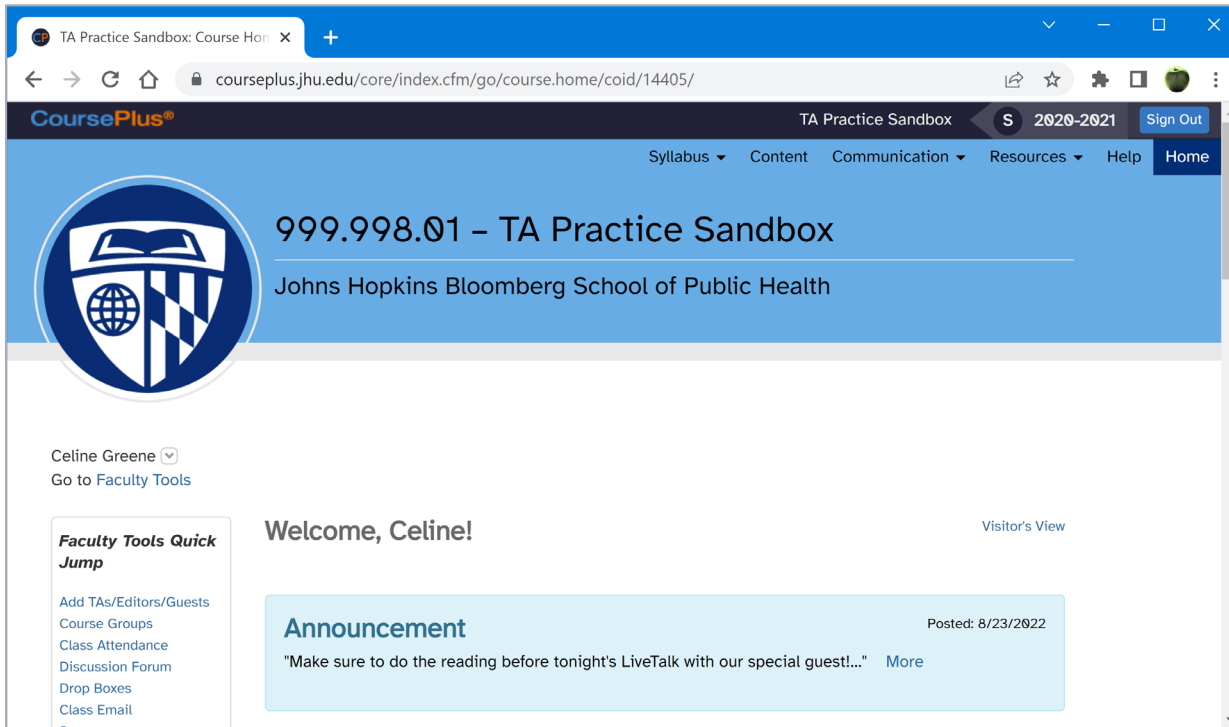
Site Visit ▾

Last 5 days ▾

Did not visit the site during this ti ▾

Select listed

Class Announcements Tool – 1




TA Practice Sandbox: Course Home

courseplus.jhu.edu/core/index.cfm/go/course.home/coid/14405/

CoursePlus® TA Practice Sandbox 2020-2021 Sign Out

Syllabus Content Communication Resources Help Home

 999.998.01 – TA Practice Sandbox
Johns Hopkins Bloomberg School of Public Health

Celine Greene
Go to Faculty Tools

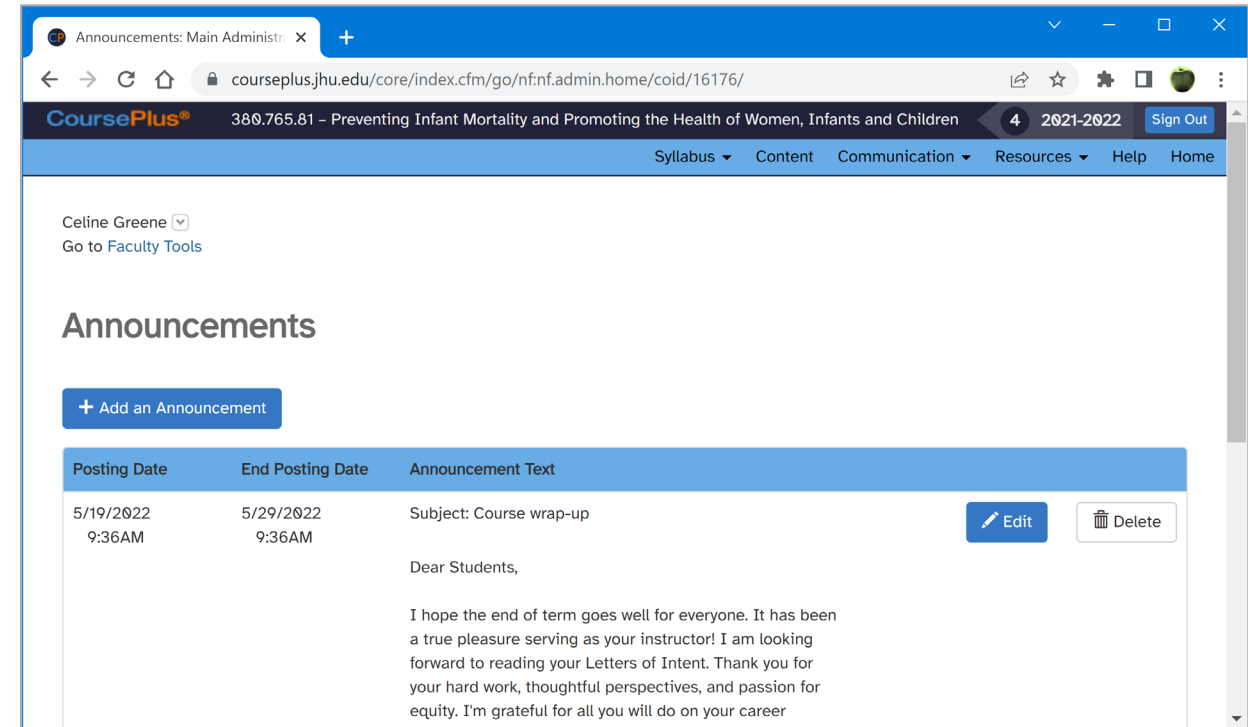
Faculty Tools Quick Jump

- Add TAs/Editors/Guests
- Course Groups
- Class Attendance
- Discussion Forum
- Drop Boxes
- Class Email

Welcome, Celine! [Visitor's View](#)

Announcement Posted: 8/23/2022

"Make sure to do the reading before tonight's LiveTalk with our special guest!..." [More](#)



Announcements: Main Administration

courseplus.jhu.edu/core/index.cfm/go/nf.nf.admin.home/coid/16176/

CoursePlus® 380.765.81 – Preventing Infant Mortality and Promoting the Health of Women, Infants and Children 2021-2022 Sign Out

Syllabus Content Communication Resources Help Home

Celine Greene
Go to Faculty Tools

Announcements


[+ Add an Announcement](#)

Posting Date	End Posting Date	Announcement Text	
5/19/2022 9:36AM	5/29/2022 9:36AM	Subject: Course wrap-up Dear Students, I hope the end of term goes well for everyone. It has been a true pleasure serving as your instructor! I am looking forward to reading your Letters of Intent. Thank you for your hard work, thoughtful perspectives, and passion for equity. I'm grateful for all you will do on your career	Edit Delete

Class Announcements Tool – 2


Edit Announcement Content

Posting Date: (Required)

 8/22/2022 7:24 PM

Display this announcement for day(s)

Content of Announcement:



Type your text here.

Discussion Forums – 1

Managing Health Across the Con x +

courseplus.jhu.edu/core/index.cfm/go/bbs:main/coid/16320/

CoursePlus®

602.691.86 – Managing Health Across the Continuum: Contemporary Models and Applications of Care Coordination and Management 4 2021-2022 Sign Out

Syllabus Content Communication Resources Help Home

Celine Greene
Go to Faculty Tools

Discussion Forum

+ Add New Topic Bookmarks Search View/Subscribe Options Reports Admin

Mark all new posts as read

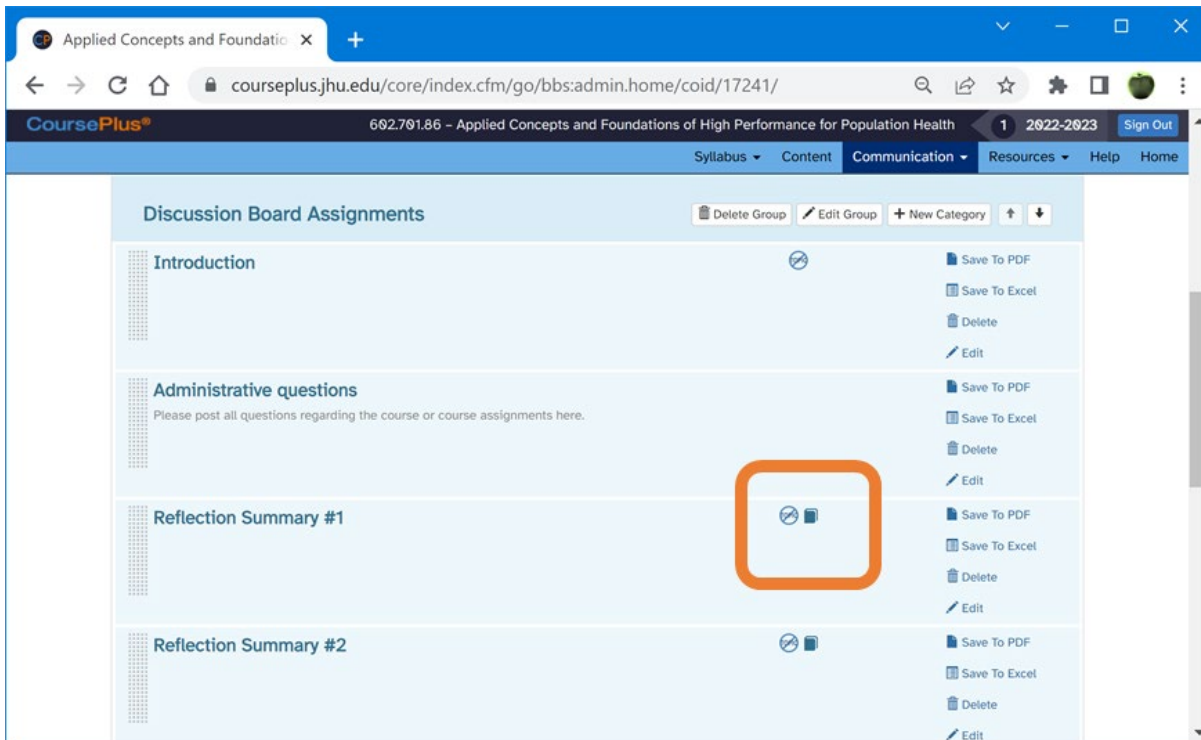
All Posts New Since Last Visit 121 New Replies to Me 0 My Posts 0









All Posts

Hide Read Topics Expand All

Category / Topic	Originator	Last Post
Course Welcome	+ Add Topic	
Interesting items, articles, websites including current events Please also include any Facebook groups or Twitter feeds that you feel are relevant	+ Add Topic	

Discussion Forums – 2



Icon	Meaning
	Read-only after a certain date.
	Hidden until a certain date.
	Locked - Only faculty, TA, and staff can read and post.
	Only faculty, TA, and staff can start a new topic.
	Students must Post Before Viewing.
	Students only have 15 min to edit or delete a post.
	Private (specific users) category.
	Category linked to Gradebook.

Sign-up Sheets & Course Groups

The screenshot shows the 'Sign-up Sheets' admin interface. At the top, the browser address bar shows the URL: `courseplus.jhu.edu/core/index.cfm/go/signup:admin/coid/17241/#/`. The CoursePlus header includes the course title '602.701.86 - Applied Concepts and Foundations of High Performance for Population Health', the academic year '2022-203', and a 'Sign Out' button. A navigation menu contains 'Syllabus', 'Content', 'Communication', 'Resources', 'Help', and 'Home'. The user 'Celine Greene' is logged in, with a 'Go to Faculty Tools' link. The main heading is 'Sign-up Sheets', followed by a '+ Add New Signup Sheet' button. Below this, a list of instructions is provided: '+ Add a simple signup sheet (e.g. list of names)', '+ Add a time slot-based signup sheet (e.g. office hours)', and '+ Add a group of signup sheets (e.g. sign up for a topic from a group of topics)'. At the bottom, a table header is visible with columns: 'Event Name', 'Signup opens on', 'Signup closes on', and 'Action'.

The screenshot shows the 'Course Groups' admin interface. The browser address bar shows the URL: `courseplus.jhu.edu/core/index.cfm/go/cg:courseGroups.admin.home/coid/17089/`. The CoursePlus header includes the course title '340.654.81 - Epidemiology and Natural History of Human Viral Infections', the academic year '2022-2023', and a 'Sign Out' button. A navigation menu contains 'Syllabus', 'Content', 'Communication', 'Resources', 'Help', and 'Home'. The user 'Celine Greene' is logged in, with a 'Go to Faculty Tools' link. The main heading is 'Course Groups'. Below this, there are three buttons: '+ Create New Group', 'Assign Students Randomly', and 'Export to Excel'. To the right, there are 'Export to PDF' and 'Student View' buttons. A section titled 'Groups for This Class:' includes a 'Reveal All Group Details' button. Below this, a list of groups is shown, each with an expandable arrow, the group name, member count, and 'Edit' and 'Delete' buttons. The groups listed are: 'Group 1: Hepatitis (LiveTalk #2) (0 members)', 'Group 2: Ebola (LiveTalk #2) (0 members)', and 'Group 3: HIV/AIDS (LiveTalk #3) (0 members)'.

GradeBook – 1

The screenshot shows the 'Gradebook: Enter Grades' page. The browser address bar indicates the URL is `courseplus.jhu.edu/core/index.cfm/go/gb2:admin.grading/coid/17089/`. The page header includes the CoursePlus logo, course information '340.654.81 - Epidemiology and Natural History of Human Viral Infections', and the academic year '2022-2023'. A user profile for 'Celine Greene' is visible. The main heading is 'Gradebook: Enter Grades'. Below the heading are navigation links: 'Set Up Gradebook', 'Enter Grades', 'Export Grades to Excel', and 'View Current/Final Grades'. There are three tabs: 'By Item', 'By Student', and 'By Group'. The 'By Item' tab is active, displaying a table with the following data:

Item	Average Grade	Total Students Graded
Module Assessments		
Assessment of Module 1 Learning Objectives	–	0 / 11
Module 1 Synthesis	–	0 / 11

The screenshot shows the 'Gradebook: Setup' page. The browser address bar indicates the URL is `courseplus.jhu.edu/core/index.cfm/go/gb2:admin.setup/courseOfferingID/17089/`. The page header is identical to the previous screenshot. The main heading is 'Gradebook: Setup'. Below the heading are navigation links: 'Set Up Gradebook', 'Enter Grades', 'Export Grades to Excel', and 'View Current/Final Grades'. A configuration section shows 'Overall grade based on' set to 'Percentage' and a checkbox for 'Display the final grade in the student view' which is unchecked. Below this is a summary bar for 'Percentage' with a value of '100' and buttons for '+ Create Graded Item', '+ Create Category', and 'History'. A list of items is shown below, including 'Module Assessments' with a value of '20' and '[QUIZ] Assessment of Module 1' with a value of '12.5'. Each item has 'Add Graded Item', 'Edit', and 'Remove' buttons.

GradeBook – 2

Gradebook: Enter Grades

Set Up Gradebook Enter Grades Export Grades to Excel View Current/Final Grades

By Item By Student By Group

Item	Average Grade	Total Students Graded
<i>HariataTaiRakena_Gradebook</i>		
HariataTaiRakena_Quiz	—	0 / 3
HariataTaiRakena_Dropbox	98%	3 / 3
<i>StacyLu_Gradebook</i>		

Gradebook: Enter Grades for Sandbox Student Three

Set Up Gradebook Enter Grades Export Grades to Excel View Current/Final Grades

Sandbox's current grade for all items in this class: 76.92 %

CC: myself on all feedback emails sent from this page. [View This Student's Personal Gradebook Page](#)

Display Grades	Send Email	Item	Grade [Percentage]	Feedback
<input type="checkbox"/>	<input type="checkbox"/>	HariataTaiRakena_Gradebook		

CoursePlus Reports

Administrative Tools

Site Administration:

- Add TAs, Editors, Guest Faculty, and Guests

Student Activity Reports:

- Lecture/Content Access
 - Access of individual lecture sections (Excel)
 - Access of course content pages (Excel)
 - Cumulative student access information for each lecture section
 - Requests for lecture material ("hits") by time
- Emails sent to a student in this offering
- LiveTalk attendance
- Discussion Forum
 - Activity by each student
 - Who responded to each category/topic
 - Number of visits by each student
- Site Access
 - Number of visits to the course site by each student
 - Non-participating students in the past week

Course Evaluations:

- BSPH Course Evaluation System

Student Administration:

- Course photodirectory
- Student contact information (Excel)
- Proctors for students in this class (Excel)
- Student Accommodations Portal

LiveTalks: Faculty Self-Run

The screenshot shows the CoursePlus interface for the course 'Spatial Analysis for Public Health'. The page title is 'Scheduled LiveTalk Sessions for this Course'. It lists four sessions:

Date and Time	Session Title	Join LiveTalk	Evaluate Session	Recording Status
Wed, Sep 7, 5:30 PM	Livetalk 1: Introduction Add Zoom Meeting Link for this Session	Join LiveTalk	Evaluate Session	Recording Not Yet Available
Wed, Sep 21, 5:30 PM	Livetalk 2: GIS for Geostatistical Data Add Zoom Meeting Link for this Session	Join LiveTalk	Evaluate Session	Recording Not Yet Available
Wed, Oct 5, 5:30 PM	Livetalk 3: GIS for Point Pattern Data Add Zoom Meeting Link for this Session	Join LiveTalk	Evaluate Session	Recording Not Yet Available
Wed, Oct 19, 5:30 PM	Livetalk 4: GIS for Regional-level Data Add Zoom Meeting Link for this Session	Join LiveTalk	Evaluate Session	Recording Not Yet Available

The screenshot shows the CoursePlus interface for the course 'Métodos Epidemiológicos para la Programación y Evaluación de Salud'. The page title is 'Scheduled LiveTalk Sessions for this Course'. It lists five sessions:

Date and Time	Session Title	Join LiveTalk	Evaluate Session	Recording Status
Wed, Aug 3, 4 PM	LiveTalk 0: Introducción (4:00 PM, hora oficial del Este de los Estados Unidos) Add Zoom Meeting Link for this Session	Join LiveTalk	Evaluate Session	Manage Recordings Recording: Video Audio
Wed, Aug 10, 4 PM	LiveTalk 1: Sobre el Módulo 1 (4:00 PM, hora oficial del Este de los Estados Unidos) Add Zoom Meeting Link for this Session	Join LiveTalk	Evaluate Session	Manage Recordings View Recording Passcode: #+0q=0g4
Wed, Aug 24, 4 PM	LiveTalk 2: Sobre el Módulo 2 y el examen (4:00 PM, hora oficial del Este de los Estados Unidos) Update Zoom Meeting Link for this Session	Join LiveTalk	Evaluate Session	Recording Not Yet Available
Wed, Sep 7, 4 PM	LiveTalk 3: Sobre Módulo 3 (4:00 PM, hora oficial del Este de los Estados Unidos) Update Zoom Meeting Link for this Session	Join LiveTalk	Evaluate Session	Recording Not Yet Available

Full Set of Instructions for Faculty Self-Run LiveTalks: tinyurl.com/CTL-LT-Instructions

What's New in CoursePlus

Open Q & A

Before We Go...

CTL Help & The Instructional Design Team

- ctl.jhsph.edu/help
- tinyurl.com/CTL-ID-Team
- ctl.jhsph.edu/cpu

