Ready, Set, Teach! CoursePlus for a Successful Term Start

AY2026-2027, Term 2

JOHNS HOPKINS
BLOOMBERG SCHOOL
of PUBLIC HEALTH

Center for Teaching and Learning (CTL)

CoursePlus®

Workshop Goals

- Identify new CoursePlus tools and features
- Create a positive first impression for students through public-facing CoursePlus pages
- Welcome students in the first week of the academic term through targeted outreach using CoursePlus tools
- Communicate with students throughout the academic term using CoursePlus tools
- Share resources, including FAQs
  - CoursePlus Faculty Guide

What's New In CoursePlus



Q&A 1



Start-of-Term Tasks



Part 1: Making a Good First Impression

Public-Facing Pages

- Visitor's View (Home)
- Syllabus
  - Overview
  - Schedule
  - Faculty
- Pages Set to "Public"

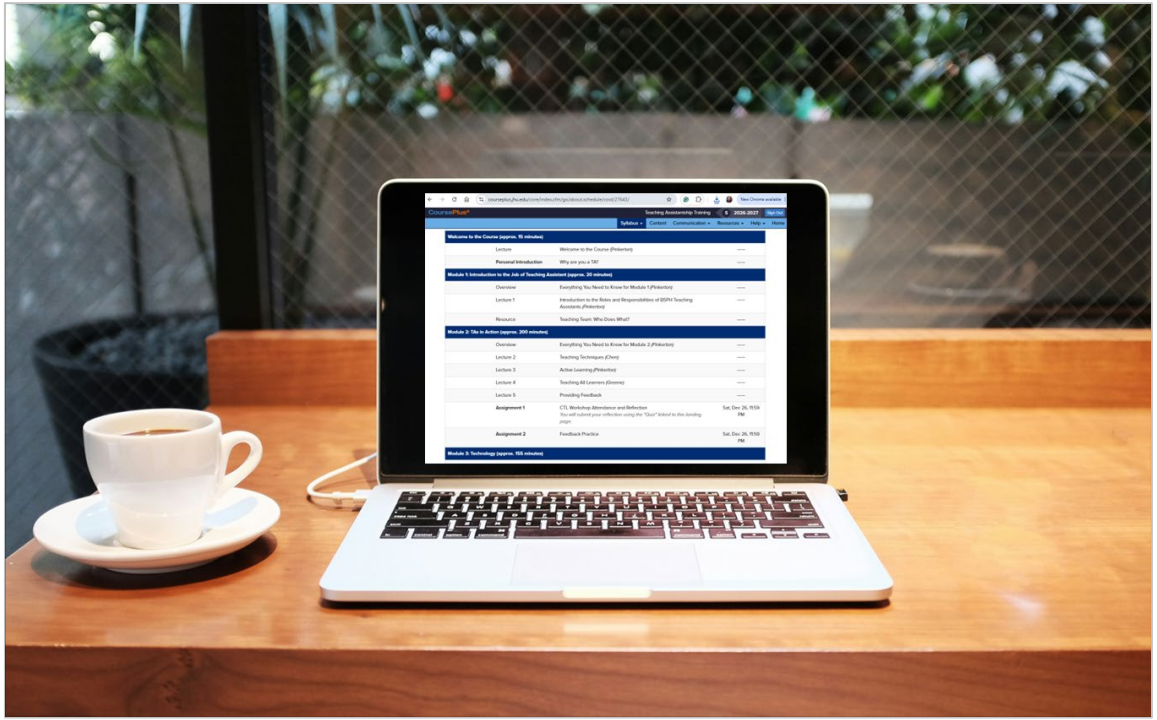
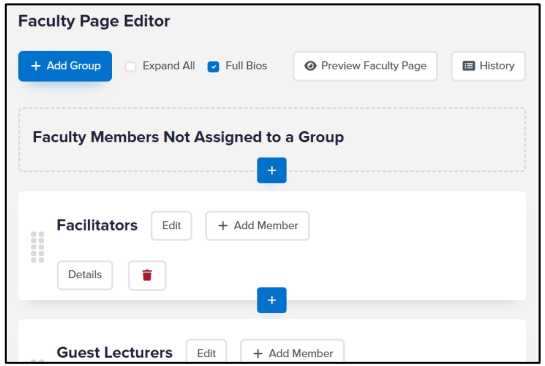


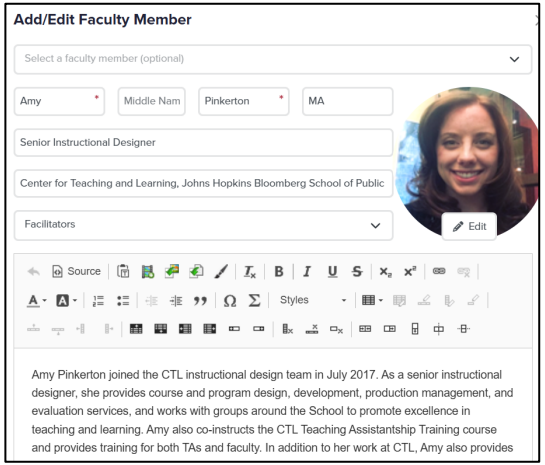
Photo by Alex Knight on Unsplash

Visitor's View



Updating the Faculty Page

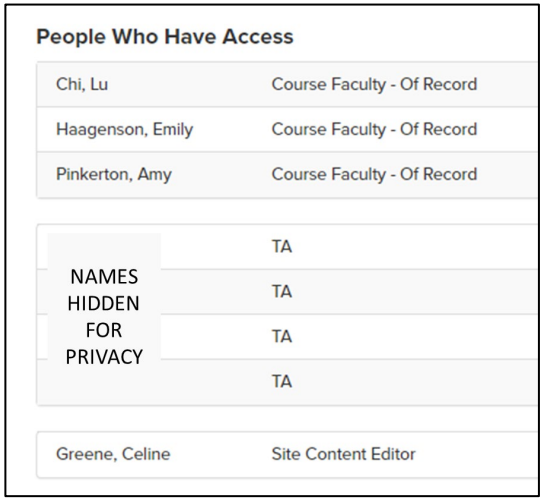




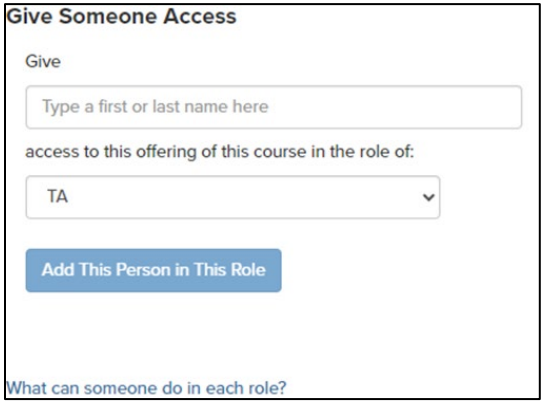


Managing Non-Student Access

Verify



Add

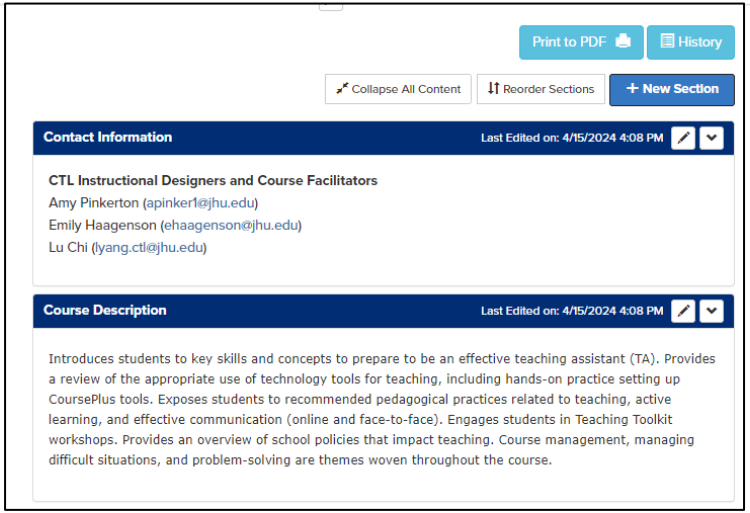


Remove

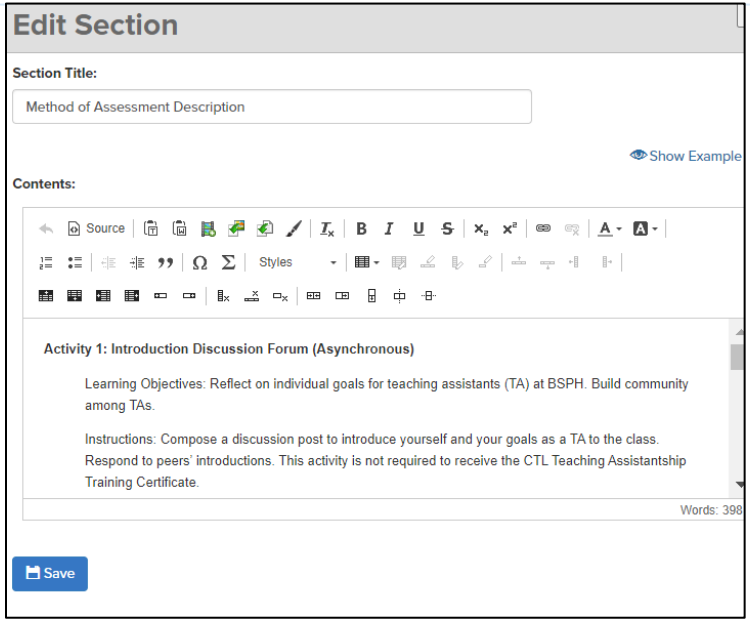


Updating the Syllabus Overview

Review the Information



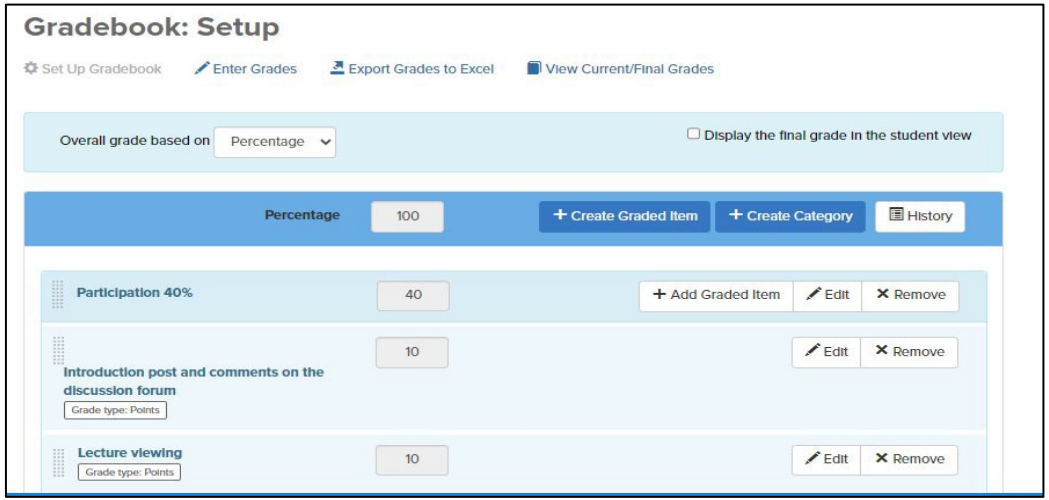
Edit Information *before* the term starts



Gradebook and Syllabus Alignment

Match to the Methods of Assessment in the Syllabus





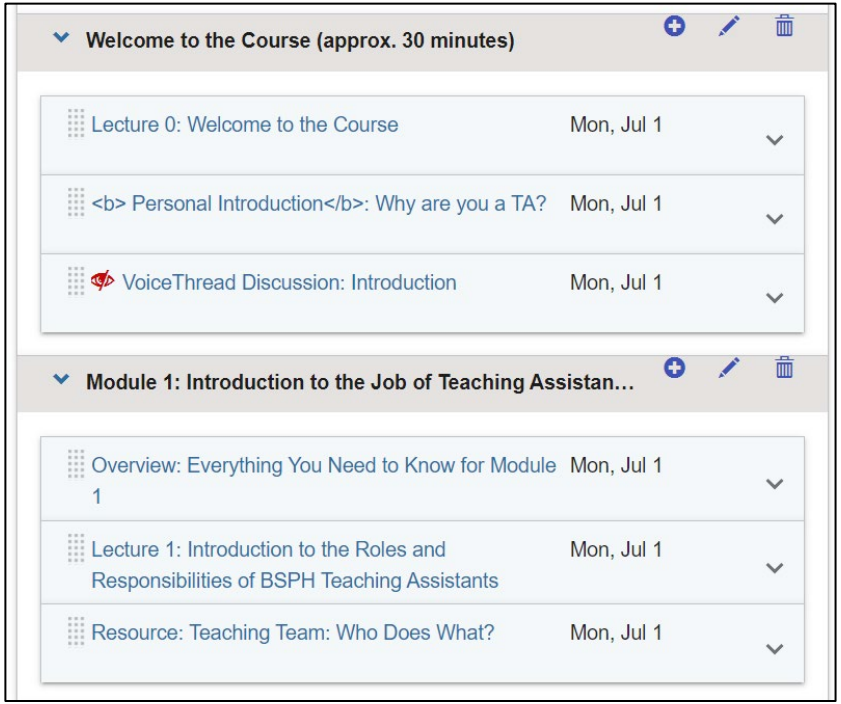
Part 2: Welcoming Your Students

Welcoming Your Students

- Warm greeting
- Introduce yourself
- Purpose of the course
- Getting Started and Time-Sensitive Tasks
- Contact Information



Confirming the Content Page (Schedule Builder)



Date	Events, Activities & Assignments	Due	Completed?
This offering runs from July 1, 2024 to December 31, 2024.			
Welcome to the Course (approx. 30 minutes)			
	Lecture 0 — Welcome to the Course *(Pinkerton, Haagenson, Chi)*		✗
	Personal Introduction — Why are you a TA?		✗
Module 1: Introduction to the Job of Teaching Assistant (approx. 20 minutes)			
	Overview — Everything You Need to Know for Module 1 *(Pinkerton)*		✓
	Lecture 1 — Introduction to the Roles and Responsibilities of BSPH Teaching Assistants *(Pinkerton)*		✗
	Resource — Teaching Team: Who Does What?		✓
Module 2: Technology (approx. 155 minutes)			
	Overview — Everything You Need to Know for Module 2 *(Pinkerton)*		✓

Confirming Dates on the Course Schedule





Checking Dates Not Linked to the Content Page

- Drop Box
- Signup Sheet
- Discussion Forum
- Quizzes
- **Online Library items**
  - Date Controls
  - Hidden Folders



Content Page: Import Calendar

Note: Items become accessible on the dates listed in the "Date" 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.

Download the schedule to your calendar

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Part 3: Connecting with Your Students

Send Weekly Course Emails

- Weekly emails are key to building community and connection.
  - Course Updates
  - Content Summaries and Synthesis
  - Due Dates and Assignment Debriefs
  - Current Events

- CoursePlus Tips:
  - Use the Class Email Tool
  - Schedule Delivery
  - Archive and Reuse Past Emails



Keep the Gradebook Updated

- Make sure you have linked graded items to CoursePlus tools (Peer Assessment, Discussion Forum, Quiz Generator, Drop Box, In-Lecture Quizzes, Path Finder)
- Add rubrics when applicable to graded items.
- Send feedback through the gradebook (attachments, comments)
- Make sure you have made the grade visible to students!



Engage with the Discussion Forum

- Connect the discussion forum to the gradebook for quick and easy grading.
- Check discussion forum settings.
- Set alerts to receive notices when students post to the discussion forum
- Create and follow a discussion forum response plan.
  - Who responds?
  - How often?
  - Within what timeframe?
- Try to post some current changes or articles in your field.
- Keep track of any issues or questions students have so you can either address the issue for this or a future offering.

Check Student Activity

- Continue to check on student activity beyond just Week 1.
- Reach out to students who aren't accessing course materials on a regular basis to check in.
- Faculty Tools – Administrative Reports – Student Activity



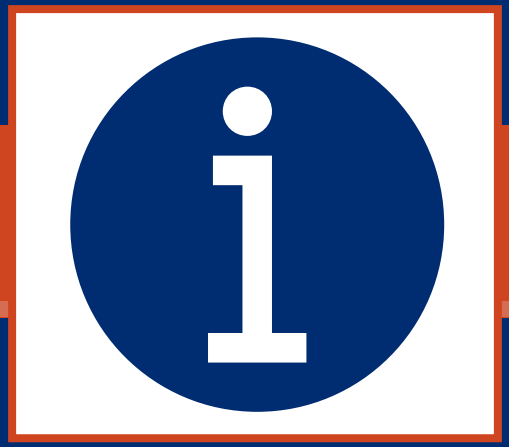
Schedule and Prepare for LiveTalks

- Update LiveTalk dates as soon as possible.
- Provide supplemental materials for LiveTalks (readings, speaker biographies, etc.)
- Make attendance policies, participation expectations, and make-up assignment requirements clear!
- Use the LiveTalk page for the Zoom link and recording materials!
- Upload LiveTalk recording materials within 24 hours of your LiveTalk.

Q&A 2



Resources and CTL Services



Resources

FAQs



CTL Help and the CoursePlus Faculty Guide



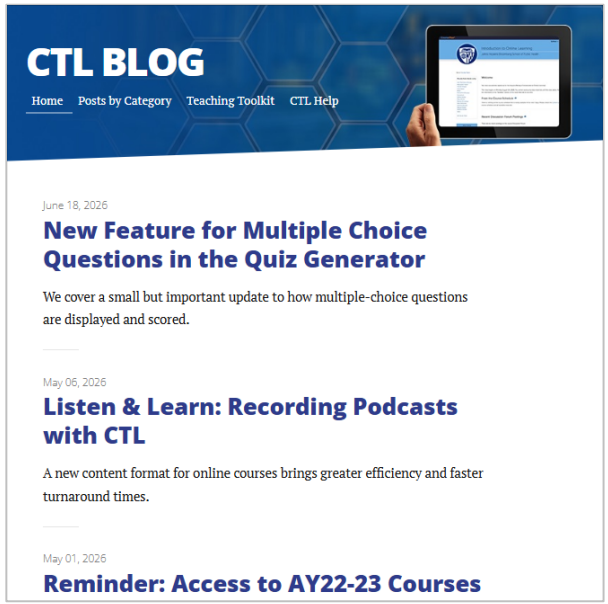
Teaching Toolkit Website



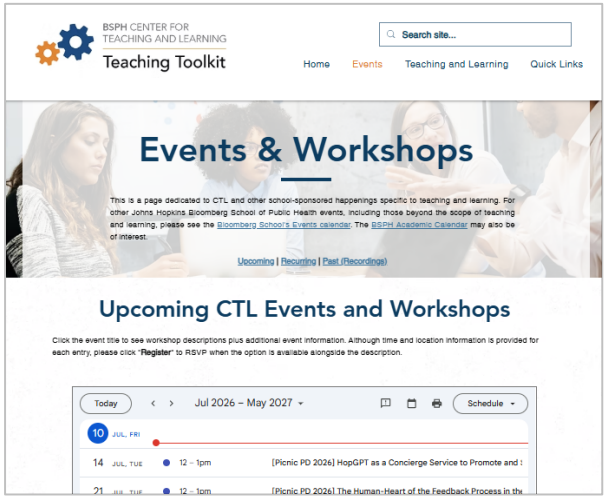
FAQ Graphic by @purpleiconix on Canva Pro

More from CTL

CTL Blog



Upcoming and Past Events



Teaching Assistantship Training



New Generative Artificial Intelligence (AI) Series Launched in September 2026!



PLAY: Pedagogy, Learning, and AI in Your Classroom

- **September 8**: Kickoff Panel on *AI in the Classroom: Necessary Tool, Growing Threat, or Both?*
- **September 30**: *Get Better at Prompting Generative AI Tools*
- **NEXT WEEK! October 20**: *Designing AI-Resistant Assessments: Strategies for Authentic Evidence of Learning*
- **November 10**: *Scale Simulation-Based Learning with AI*

CTL Events Calendar

Workshop Evaluation Survey

AY26-27: https://forms.office.com/r/u365VgyqzY

BSPH CTL: Teaching Toolkit
Workshop Evaluation AY26-27

We value your feedback!

Please complete the survey.

*Responses are **anonymous**.*