Tuesday, August 21

9:00-10:30 a.m.

**Introduction to Learn@UW-Stout (D2L): 201 MLNM – For all faculty and teaching staff**

The purpose of this training is to present the most widely-used D2L tools to beginner-users of D2L. This includes, but is not limited to, the following areas: My Home, Course Home, Content, Dropbox, Email, Discussions, Chat, Groups, Classlist, and Calendar. Attendees are encouraged to bring their laptops and a syllabus.

1:00-3:00 p.m.

**D2L Open Lab: 201 MLNM – For all faculty and teaching staff**

The purpose of this open lab is to provide direct, face-to-face support for those in need of D2L environment assistance. This may include, but is not limited to, further explanation of D2L’s features, Gradebook set up, help building quizzes and exams, and tips and tricks for teaching web-enhanced/online courses. Attendees are encouraged to bring their laptops and a syllabus.

Wednesday, August 22

9:00-10:00 a.m.

**Setting Up One’s D2L Gradebook: 201 MLNM – For all faculty and teaching staff**

The purpose of this training is to present how to build a Gradebook in D2L. This is an essential component in any web-enhanced or online course. Preparation includes, but it not limited to, “Points” and “Weighted” grading systems, the Grades Setup Wizard, Gradebook categories, grade items, and entering grades. Attendees are encouraged to bring their laptops and a syllabus.

1:00-3:00 p.m.

**D2L Open Lab: 201 MLNM – For all faculty and teaching staff**

The purpose of this open lab is to provide direct, face-to-face support for those in need of D2L environment assistance. This may include, but is not limited to, further explanation of D2L’s features, Gradebook set up, help building quizzes and exams, and tips and tricks for teaching web-enhanced/online courses. Attendees are encouraged to bring their laptops and a syllabus.

Thursday, August 23

9:00-10:00 a.m.

**Learn@UW-Stout (D2L)’s Quizzing and Testing Tool: 201 MLNM – For all faculty and teaching staff**

The purpose of this training is to present how to build quizzes and exams in D2L. This includes, but is not limited to, creating quizzes, creating quiz questions, importing quiz questions, importing quiz questions from Respondus, grading quizzes, and the Question Library. Attendees are encouraged to bring their laptops and a syllabus.

1:00-3:00 p.m.

**D2L Open Lab: 201 MLNM – For all faculty and teaching staff**

The purpose of this open lab is to provide direct, face-to-face support for those in need of D2L environment assistance. This may include, but is not limited to, further explanation of D2L’s features, Gradebook set up, help building quizzes and exams, and tips and tricks for teaching web-enhanced/online courses. Attendees are encouraged to bring their laptops and a syllabus.