



HLC Accreditation 2020-2021

Evidence Document

Academic Affairs

Media Resources Center

Office of Instructional Resources

Additional information: See the Media Resource Center web pages: [https://www.wichita.edu/services/mrc/instructional technology/index.php](https://www.wichita.edu/services/mrc/instructional_technology/index.php) and <https://www.wichita.edu/services/mrc/OIR/index.php> (Accessed March 26, 2021.)

Instructional Design and Access

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When Professors Provide Necessary Accommodations

Instructional Design and Access exists to assist faculty in the design, creation, and delivery of high-quality, accessible classes.

[Blackboard Training](#) →

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[Teaching Today](#) →

IDA is here to help you

Instructional Design and Access serves instructors of any rank with training, support, and mentorship in:

- *Blackboard*
- *Panopto*
- *Zoom*
- *Respondus Lockdown Browser and Monitor*
- *Respondus Test Builder 4.0*
- *Online, hybrid, and in-person course design, building, and delivery*
- *Accessibility*



The Academic Resources Conference

Every year, IDA and many campus partners put on the Academic Resources Conference (ARC) in August, and another, smaller event in January. In the 2020-21 academic year, the trainings needs are so great and our ability to meet in person is so fluid, that we have decided to "unchain" the ARC and offer it fully online/remote for the whole summer of 2020, starting in May. We will be offering workshops and "breakout style" sessions in Zoom and through online videos, we will be building new free and fully online classes, we will be curating training from other universities, and we will be coordinating with training from other campus partners, and you can learn all about it in one place! Please make a habit of checking our [ARC conference website](#) once a week or so for new training opportunities, and be sure to read our email promotions for more specific information throughout the summer.

What to Do if You are Going Online or Hybrid for the First Time

IDA has many resources to help you if you are new to online or hybrid delivery. If you have no experience with Blackboard at all, you may find our [10 days' worth of tasks for going online](#) very helpful, and we

would recommend you take a look at that. We also have many remote/online instructor workshops available to you, and you can [learn more about these workshops here](#). To sign up for our workshops, you will need access to myTraining in [myWSU's portal](#) area. If you don't have access, send us an email at IDA@wichita.edu and request enrollment into the workshops of your choice. We also have come-and-go lab times for you to get "live" help through a Zoom session, and you can [see our lab times here](#). You are NOT alone in this new world! IDA is here to help you.

Help with Hybrid Course Choice and Design

To support professors' hybrid design and delivery choices, IDA has put together a series of webpages that walk you through your options, provide training recommendations to support those options, and also provide extra resources to assist you in the basics of hybrid design, regardless of the options you choose. [You can find our hybrid pages here](#), and keep in mind they will not be fully built out until the end of May, but we are working on them regularly, so get started with them now and expect more content to be added over time.

Need Help with Respondus?

Wichita State is supporting Respondus LockDown Browser (LDB) and Monitor during the Spring, 2020 semester to provide proctoring for remote/online exams. For more information about Respondus LDB check out our [Respondus webpages](#), and make sure to review the resources listed in the "In This Section" area for links to both instructor and student resources.

Searching for Blackboard training?

You have found the right place! Navigate to the [Blackboard Training page](#) for links to materials on a range of topics from Discussion Boards and Assignments, to Tests and Grade Center support. If you need help with adding math notation to your Blackboard assignments or tests, please go to our [math notation page](#). You should also make sure to bookmark our [Instructor Guide for Blackboard](#).

Putting your in-person class online in an emergency?

Sometimes life doesn't go the way you plan. If you find you have to put your in-person class online in an emergency, IDA is here to help you. Please check out [Going Online in an Emergency](#) for options and training. Need help? Just send us an email IDA@wichita.edu. Have questions? Start by consulting our [Going Online FAQ](#).

New to teaching online?

IDA has a number of articles and training materials to help you get started. Visit our [New to Teaching Online page](#) to explore the IDA-created materials or send us an email with your questions using the "Email Us" link found on this page.

Questions about Panopto?

Check our [Panopto Training page](#) for training articles, videos, and presentations on provisioning courses, recording, editing, adding video captions, and more.

Looking for Zoom training?

IDA has step-by-step training get started with downloading, installing, scheduling meetings and more. Visit our [Zoom at WSU Training page](#) to explore the IDA-created materials or send us an email with your questions using the "Email Us" link found on this page.

Can't find what your are looking for?

Send us an email at IDA@wichita.edu, and we will get you what you need.

Office of Instructional Resources

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Looking for something fast?

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LOOKING FOR FACULTY ADVANCEMENT?

What is OIR?

The Office of Instructional Resources provides WSU instructors of any rank a single point of contact for your training needs. Not only do our own experts offer training directly, we partner with experts across the campus to bring you the information you need to become the best instructor you can be. Think of us as the hub you can come to for help. To get started, click "In This Section" above to see what we have, and no matter where you go in our suite of pages, you can get back to this starting page by clicking "Return to OIR." Want to request a page, or need further help? Email us at OIR@wichita.edu.

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