Brightspace - Virtual Classroom

An interactive and engaging option for online instruction

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Schedule Deputy
Interact with students through chat, video, audio, and multi person access to presentation

Maximum 50 attendees
Multiple ways to present instruction

Utilize the Whiteboard feature

Add Face Time to your Instruction

Share any screen on your computer

Incorporate PowerPoint
Create a Dev Shell

- Log into Purdue.brightspace.com
- Under the “Tools” drop down menu choose “Course Creator”

(The first time I tried to do this I received an error message but the course was there a few minutes later)
Name your course and create

Your Home button will always take you back to your available course screen.

Your courses can also be found here.
Click on the course you created
Click on "Virtual Classroom" under "Course Tools"
The meetings screen will show active and previous meetings.

To start a new meeting click the Pink + button in bottom right corner.
Add a meeting title

For live meetings choose current date/time and click “Now”

Choose your class time period
(60 minutes is currently the max - I sent a message to ask if we could increase the time periods)

Click “Publish recorded meeting” to have access to a link to share later

Click “Allow external participants”
(Students are not uploaded in Brightspace so they need access externally through a link to your meeting)

Do not click on Invite entire class
(Your students are not uploaded in Brightspace)

SAVE
Click on the three dots under the Action column

To give students access to your meeting click “Copy External Link”
(nothing visibly happens)

Go to your email program - right click and paste the link into an email for your class

Students will click on the link and login with their name

Students can not enter meeting until the Moderator starts

When you are ready - Launch Meeting
The program does not work on all platforms.

It is suggested that you use head phones to cut down on echo

Instructors should choose “microphone”

Students can choose either based on if you want them to participate or not verbally

Speak a few words and click “yes”
Basic features of Brightspace Virtual Classroom

- See attendees and open chat window
- Mute all attendees
- Initiate a poll question
- Open Power point
- Click on the record button once you start your meeting
- Internet strength
- End or leave meeting

Whiteboard tools:
- Draw
- Write text

Multi user interface

Face Time

Share a window on your screen
Public and Private Chat

Take attendance here. You may assign your TA or student to send you a list. You will not be able to access attendance later since students logged in through external link.

You can send a file to the class within the virtual classroom.
Send PUBLIC CHAT here.

Click the Person Icon or Chat bubble to open these features.

You can save or copy the chat record.

You will not have access to the chats after you close. This feature can be used to evaluate student comments after class has ended.
Private chat and assign roles

- Privately chat with individuals
- Give control to a student to present on the screen
- Students can interact through camera/audio or both
- Students can give feedback and change their status to give you an indication of their understanding
Add PowerPoint to the meeting

Click on the BLUE + to add PowerPoint

Drag and drop your file or search on your device
Instructors can still utilize the tool bar to interact within PowerPoint

EXAMPLE

1. Select Share from above the ribbon, or by using short-cut Alt X, to invite people to work with you (You can save to the cloud at this point.)

2. Other people are in the presentation, a marker shows who is on which slide...

3. ...and the part of the slide they’re editing.

Write text
Use the pointer
Draw on the screen
Allow student access
Add Face Time to your presentation

Click here
Share any computer window with your students

Click here
Access to your meeting after it has ended

Click on the three dots

Send a link to absent students or review