



USC

## Center for Excellence in Teaching

September 2018

### Let's Discuss

Facilitating classroom discussions can be rewarding and challenging.

Our [challenging discussions videos](#) will assist you in proactively managing the discussions in your class.

Need ideas on how to make your discussions exploratory without losing focus? Check out other [CET discussion resources](#).

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### The CET Social Scene

We're Ready to Connect With You!

Like us on [Facebook](#), or follow us on [Twitter](#) or [Instagram](#). We'll be providing weekly doses of teaching inspiration, helpful tips for onground and online teaching and CET news and events.

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### We're Here to Help

CET Instructional Designers offer complimentary, confidential consultations for all USC faculty, departments and schools for best practices in course design and teaching.

[Contact CET](#)

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### Engage Your Students with Primary Source Materials

USC Shoah Foundation – Institute for Visual History and Education and USC Center for Excellence in Teaching [welcome grant proposals](#) from USC faculty of

any discipline who integrate the Institute's Visual History Archive into their coursework in a way that emphasizes diversity and inclusion.

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## Blackboard Consultations

Through September 27, on Tuesday, Wednesday, and Thursday, Blackboard expert Carl Kuzmich will be on campus hosting open office hours to answer any Blackboard questions you may have. Carl's office hours will rotate between THH 103, HOH 506 (Marshall), HOH 507 (Marshall), BRI 202A (Marshall), and BMT 112 (KSOM). If you would like to schedule time with Carl, or to see the full schedule, please visit <https://blackboardhelp.usc.edu/blackboard-training-fall-2018/>.

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## If Your Course is in Blackboard...

Make sure to group your courses by Term in the Blackboard My Courses module for maximum control over your courses. To do this, hover your mouse over the My Courses module and click on the "gear" icon in the upper right corner of the module. When the module opens up, check the "Group by Term" option on the left. Click submit.

If you'd like to add a TA to your course, [contact your course scheduling coordinator](#) and enroll them through the SIS. By enrolling them through the SIS you can ensure that they receive the end of semester evaluation.

Have additional questions?

- Call the Blackboard Help line 24 hours a day, every day at (213) 740-5555 and choose option 2.
  - Faculty can request help and training from USC's Enterprise Learning Technologies group by submitting a request to [blackboard@usc.edu](mailto:blackboard@usc.edu).
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## Library Services

Online research guides created by USC librarians provide detailed tips on everything from specific subject areas and citation styles to the fair use of images and much more. These guides contain information, resources and links relevant to subjects, courses, or general topics. Please visit [research guides](#) for more information and to contact a subject matter librarian.

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[Send us](#) your feedback and suggestions for future topics.

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