

Course Studio Student User Guide

Access **Course Studio** by logging in to WINGS, then selecting the **Academics** tab, and then click on the link under the **My Courses** channel.

WRIGHT STATE UNIVERSITY WINGS

Welcome, Test Student, to...

August 31, 2004

Home About WINGS **Academics** WSU Services Campus Life Community My Tab

Academic Common Links

Colleges

- Raj Soin College of Business
- Education & Human Services
- Engineering & Computer Science
- Liberal Arts
- Nursing & Health
- Science & Math
- University College
- Lake Campus
- School of Graduate Studies
- School of Medicine
- School of Professional Psychology

Resources

- Academic Calendar

Academic & Student Services

Student Services Menu

You will find access to ROX, Registrar, Bursar, Financial Aid and much more.

Special Hours for Move-In Weekend

The following offices will have special hours for Move-In Weekend: Bursar, Registrar, Financial Aid, Wright One Card Center and Parking.

Friday, September 3, 8:30 a.m. - 7:00 p.m.
Sunday, September 5, 1:00 p.m. - 4:00 p.m.

WebCT

Got WebCT classes you need to access? We don't have the smooth entryway through WINGS perfected yet for WebCT, but it should be coming very soon! In the meantime, we can link you right to the [WebCT Login Page](#).

Add My College Channel

Each college/school has its own channel in WINGS. These channels are used to publish information to their constituents and so you should be subscribed to the college channel(s) that you have an affiliation with, or an interest in. Content inside a given college channel may be targeted and

My Courses

Click here to open Course Studio

Access your course home pages, view an email list of currently enrolled students, and many more course-related materials via the services found in this channel.

The **My Courses** course selection page now opens. Select the appropriate term, then a course to enter. Help is available via the **Student User's Guide** link at the top left of the page.

My Courses

August 31, 2004

Course Studio Documentation
Student User's Guide

Course Schedule for: All Terms

WSU Course Tools
Library Course Reserves
WebCT link

Courses I'm Attending:

	Fall 2003:	Sec.	Dept.	Instructor(s)
<input type="checkbox"/>	Test Class 1	TST101 01	Test	Test Faculty
<input type="checkbox"/>	Test Class 2	TST101 02	Test	Test Faculty

Course list last updated
Sun Mar 21 19:06:52 EST 2004

What is Course Studio?

- A suite of services that allows students to interact with one another and their instructors electronically.
- A means of submitting files, news, links, or photos that may be of interest to the class. These submissions must be approved by the instructor before they will appear on the course homepage.
- A forum to collaborate on projects with classmates.

Where can I get help?

- A link to a User's Guide to Course Studio is located in the upper left column of this page.
- For additional assistance, please contact the [Help Desk](#) at 775-4827.

What if I have a WebCT class?

- A direct link to WebCT is available in the left column of this page under the WSU Course Tools section. You may also find a link to WebCT on your course homepage if your instructor has chosen to add one.

AS A COURSE MEMBER, THE HOMEPAGE WILL PROVIDE ACCESS TO A NUMBER OF TOOLS INCLUDING:

I. Homepage. Presents an overview of course material, lists Course Tools, and provides a link to your profile via Personal Tools.

WINGS

back to Academics Tab

Course Homepage - Test Class 1 August 12, 2004
Your Location: [My Courses](#) / Course Homepage

Course Tools
Homepage
Announcements
News
Photos
Links
Files
Message Board
Calendar
E-mail
Chat
Members

Personal Tools
My Profile

Announcements
There are no announcements.
[More announcements...](#)

Course News

- Washington Paper Assignment**
Your Washington paper should be on the development of the D.C. area and be no more than 10 pages, double-spaced. [read more...](#)
- Course Studio Sample Class**
This is a sample class used to demonstrate the features of Course Studio. [Feel free to experiment and add content if... read more...](#)

[More news...](#) [Submit an Article](#)

Message Board Topics

- Student Posted Topic
- Thoughts on Course Studio
- Course Studio Sample Topic

[More topics...](#) [Post a topic](#)

Course Info
Name: **Test Class 1**
Section: **TST101 01**
Department: **Test**
Term: **Fall 2003**
Instructor(s): **Test Faculty**
Click an instructor name to send email.

Featured Photo

WINGS "Birth"day Party - March 23, 2004
[More...](#) [Submit](#)

Featured Links

- Course Syllabus**
Test link, actually not a syllabus but rather a link to WSU home page.

II. Announcements. View announcements posted by the instructor. Announcements will also appear in the **Personal Announcements** channel on the **WINGS Home** tab.

III. News. Read all articles that have been written by other members and to submit articles for potential posting. **Your Instructor will need to approve submitted articles and post them to the course page.**

a. **Submit an article by clicking on News under Course Tools, then Submit an Article**

WINGS

back to **Academics Tab**

Course News - Test Class 1 July 26, 2004

Your Location: [Course Homepage](#) / [Course News](#)

Course Tools Homepage Announcements News Photos Links Files Message Board Calendar E-mail Chat	Test Class 1 <ul style="list-style-type: none">• Washington Paper Assignment (posted on July 08, 2004 by Test Faculty) Your Washington paper should be on the development of the D.C. area and be no more than 10 pages, double-spaced. read more...• Course Studio Sample Class (posted on March 21, 2004 by Test Faculty) This is a sample class used to demonstrate the features of Course Studio. Feel free to experiment and add content if... read more...
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Submit an Article

b. **Type, or cut & paste, information for posting** (format may be text or HTML)

Submitted By: **Test Student**

Title/Subject:

News Article: ▼

IV. Photos. View all of the photos that have been posted and to submit photos for potential posting. **Your Instructor will need to approve the submitted photo and post it to the group page.**

- a. Submit a picture by clicking on Photos under Course Tools, then Post a photo

The screenshot shows the WINGS Course Photos interface. At the top, there is a green header with the WINGS logo. Below the header, there is a navigation bar with a link to 'Academics Tab'. The main content area is titled 'Course Photos - Test Class 1' and includes a date 'July 26, 2004'. A breadcrumb trail shows 'Your Location: Course Homepage / Course Photos'. On the left, a 'Course Tools' menu lists 'Homepage', 'Announcements', 'News', 'Photos', 'Links', 'Files', and 'Message Board'. The 'Photos' menu item is highlighted. The main content area displays a photo titled 'WINGS Birth day Party - March 23, 2004' posted by Test Faculty. A red box highlights the 'Post a photo' button.

- b. Post photos in jpeg or gif format (file extensions .jpg, .jpeg or .gif) only

Posted By: **Test Student**

Status:

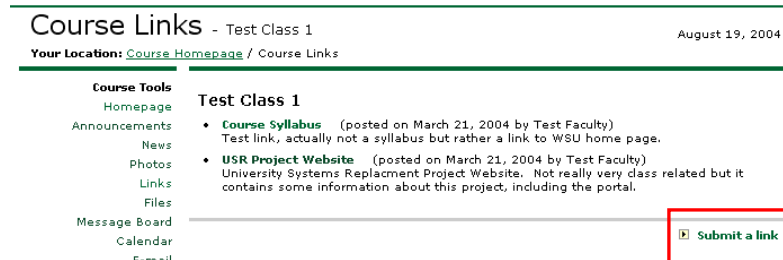
Photo File Name:

Photo Title:

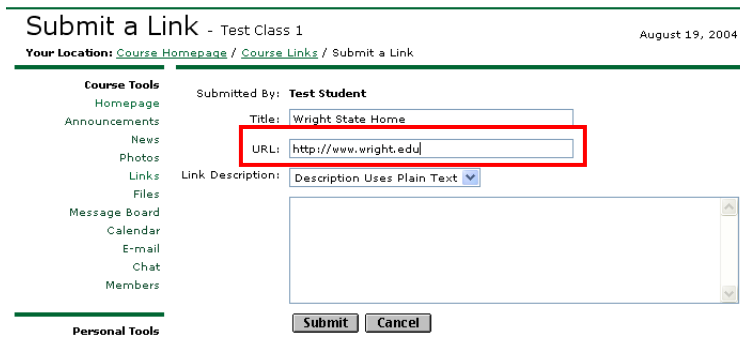
Photo Caption:

V. Links. View all of the links that have been posted and to submit links for potential posting. **Your Instructor will need to approve the submitted link and post it to the group page.**

a. **Submit a link by clicking on Links under Course Tools, then Submit a link**

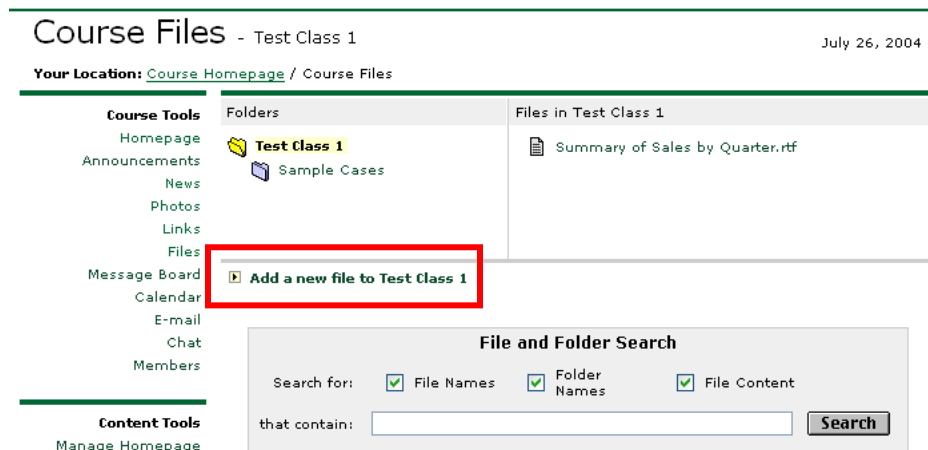


b. **URL for link must begin with http://**



VI. Files. View all of the files that have been posted and to submit files for potential posting. Before submitting a file, please scan it with an application such as Norton or McAfee Anti-Virus to eliminate any potential viruses. **Your Instructor will need to approve the submitted file and post it to the group page.**

a. **Submit a File by clicking on Files under Course Tools, then Add a new file to [course name]**



VII. Message Board.

A dedicated message board where you can read and post messages and replies.

Select **Post a Topic** to add topics for course discussion

Message Board Topics - Test Class 1 July 26, 2004

Your Location: [My Courses](#) / [Course Homepage](#) / Message Board Topics

Test Class 1

Instructors: Test Faculty, Test Student [edit description](#)

Description: Sample Topic Description here...

[Post a Topic](#) Help

delete	Topic List (Click to view message list)	Author	Messages	Posted on
[d]	Student Posted Topic	Test Student	1	3-22-04
[d]	Thoughts on Course Studio	Test Faculty	0	3-21-04
[d]	Course Studio Sample Topic	Test Faculty	1	3-21-04

[Previous Topics](#) | [Next Topics](#)

- a. To reply to a Message Board topic (without creating a new topic), click the **Post a Message** link

Message List - Test Class 1 July 26, 2004

Your Location: [My Courses](#) / [Course Homepage](#) / [Msg Board Topics](#) / Message List

[Topic List](#) [Previous Topic](#) | [Next Topic](#)

Test Class 1

Topic: **Student Posted Topic** Author: **Test Student** | Posted on: 3-22-04

Any student can post a topic for discussion.

[Post a message](#) [Show all replies](#) Help

delete	Message List (Click a message to view)	Author	Replies	Posted on
[d]	Any Student - really	Test Student	0	3-22-04

[Previous Messages](#) | [Next Messages](#)

Please remember to keep messages appropriate to the topic, and to refrain from posting any messages that contain profanity or personal attacks. You are responsible for the content you submit.

IX. E-mail. Send e-mail to course members. This message will be sent (Bcc) to the members you select, even though their names are not displayed in the 'Bcc' field. Feel free to add any other recipients, but remember that any addresses you add to the 'To' or 'Cc' fields will be visible to all recipients of the message.

E-mail Members - Test Class 1 August 12, 2004

Your Location: [Course Homepage](#) / E-mail Members

Course Tools
Homepage
Announcements
News
Photos
Links
Files
Message Board
Calendar
E-mail
Chat
Members

To e-mail the group, click "Select All" and then click "Send E-mail". To send e-mail to one or more members, select their checkboxes and click "Send E-mail".

Select All **Send E-mail**

Member Name	Member Type	Last Visit
<input checked="" type="checkbox"/> Karen S. Geist	Teaching Asst.	August 10, 2004
<input checked="" type="checkbox"/> Lowell Bevelhymmer	Teaching Asst.	August 11, 2004
<input checked="" type="checkbox"/> Ronald E. Dorsten	Teaching Asst.	August 11, 2004
<input checked="" type="checkbox"/> Scott W. Rife	Teaching Asst.	July 26, 2004
<input checked="" type="checkbox"/> Test Faculty	Instructor	August 11, 2004
<input checked="" type="checkbox"/> Test Student	Student	August 12, 2004

Personal Tools
My Profile Select All **Send E-mail**

X. Chat. Enter a dedicated chat room where you can participate in real time discussions with other course members. To chat with one specific individual in the room, select that person from the list on the right, and then click **Whisper**.

Group Chat ⓧ Exit ? Help

Test Class 1

Test Student: Welcome to Course Studio chat!

Test Student

Type your message here, and hit the return key.

Whisper

XI. Members. View a list of other course members and information about each, including any homepages.

Course Members - Test Class 1 July 26, 2004

Your Location: [Course Homepage](#) / Course Members

Course Tools	Click a member name to see more information about them.			
Homepage				
Announcements	Member Name	Member Type	Homepage	Last Visit
News	Scott W. Rife	Teaching Asst.		July 26, 2004
Photos	Test Faculty	Instructor		July 26, 2004
Links	Test Student	Student		July 26, 2004
Files				
Message Board				
Calendar				
E-mail				
Chat				
Members				

XII. Course Consolidator. Course Consolidator allows courses to be consolidated so that the same applications can be used for all. Instructors are often assigned to teach more than one section of a course and are often assigned to repeat a course over several terms. Typically instructors use some of the same materials for each of these repeating courses and would like a way to preserve their course materials rather than having to feed the same material into the course home page for each section or for each term. Note: If an instructor would like to reach all sections of a course, the consolidated course is the feature to use; however, if an instructor would like to reach only one section, they must go into the individual course, not the consolidated course.

My Consolidated Courses January 13, 2005

Your Location: [My Courses](#) / My Consolidated Courses

To **create** a consolidated course, select one or more available course and click Create. To **view** a consolidated course, click on the consolidated course name. To **remove** a consolidated course from your Consolidated Courses List, click the check box and then click Remove.

Consolidated Course List

Consolidated Course Name	Consolidated Course Title
You currently have no consolidated courses.	

Courses Available for Consolidation

You currently have no courses available for consolidation.

XIII. Help. If you have questions about Course Studio, contact the **CaTS Help Desk** by calling **937-775-4827**, by visiting **025 Library Annex**, or sending e-mail to helpdesk@wright.edu.
