

## TIPs for teachers



**Did you know?** The Learning Place is web-based. Students and Teachers can access the Learning Place from any computer. Why not set your students homework in a Virtual Classroom.



**Never been to the Learning Place?** Not sure where to start? Take that first step at <http://education.qld.gov.au/learningplace/html/getstarted.html> and have a go today!



**Need help with writing an online course?** Approach The Learning Place to gain assistance from our Instructional Designers.

Make learning fun! Approach the Learning Place to gain assistance from the multimedia developers to create some fun educational games to complement your learning material.



**Don't want to write your own online course?** Select one from the Learning Place 'Ready to go course' list at <http://education.qld.gov.au/learningplace/onlinelearning/courses/ready.html>



**Want to build a website for your course?** Not sure where to start? Use one of the Learning Place templates already made for you at <http://education.qld.gov.au/learningplace/onlinelearning/develop/templates.html>



**Want to enrol students into your Blackboard courses?** It's easy when you know where to go for help. Visit the FAQs on the Learning Place website at <http://education.qld.gov.au/learningplace/onlinelearning/courses/enrol-students.html>.



**Do you want access to your very own Blackboard online space?** Apply for a Virtual Classroom through the Learning Place. To find out more information and to register for a Virtual Classroom visit: <http://education.qld.gov.au/learningplace/onlinelearning/virtual-classroom.html>.



The '**My Admin**' link can be found toward the bottom of the left hand navigation, when you are logged into the Learning Place **Communication tools**. All communication activities that you have created will be listed here, both current and expired. It's also a great short cut to edit information in any of your activities.



If you are authoring online in the Learning Place, have two browser windows open. One window to edit and one to see what the end result looks like. Just toggle back and forth using Alt-Tab or the Task bar. Don't forget to refresh your screen in the user window to get the latest version.



When you're learning online, **press F11** on your keyboard (function key) to get rid of the browser menu at top (PC's only). This makes more reading room on the screen. To bring it back so you can see the URL, press F11 again. Great tip to use when you're working in Blackboard through the Learning Place.

