

The Desire2Learn Tool Guide for Teachers

What you want to use (technology)	What you want to achieve (pedagogy)						
	Ease of use How easy can this be set up by you?	Information Transfer Is it a tool for disseminating information from you to your students?	Assess learning Will this tool allow you to assess your students' learning?	Communication and interaction Can it be used for communication and interaction among site participants?	Co-create content Can you and your students collaborate and create content together?	Bloom's Encourages what level of thinking? 1. Remember 2. Understand 3. Apply 4. Analyse 5. Evaluate 6. Create	
	Add Content Upload a file (Doc/ PPT/PDF) or adding links in Content area	Easy. Add file like an email attachment. Or copy/paste a url – the bit that starts with http://	Yes. Only teachers can add content to course site, so a push-tool. Tip: Link to database!	Not directly. Option may be to include guidance for students to use ePortfolios or blogs.	Quicklinks to D2L communication tools. Or links to external tools.	Indirectly. Can use to give learning task or link to collaboration tools.	6/6. Can be part of a learning activity at any level, but it's never enough on its own.
	Add a News Item Use to provide announcements, updates, changes, new information	Easy. On the homepage of every unit.	Yes. Can provide regular updates, timely links, encouragement, etc.	No. The News widget is limited. Students cannot post new topics.	Maybe. Regular news can engage students. Great for unit tone/rhythm. No interaction.	No. The News item can highlight important matters. Discussion forum more suitable.	2/6 – R and U Not strictly a learning activity. Remind readiness for next class?
	Discussion Topic Create for many types of learning activities *	Easy. Topics has usable default settings. A name and description is enough.	Share resources as links or files. High message volume? Risk of losing info.	Discussion topics are versatile and can be used as an assessment activity.	Yes. Students communicate with you and peers. Interact as a class or in groups.	Yes. Students can collaborate and explore topics, discuss them and write together.	5/6 Understand, Apply, Analyse, Evaluate, Create
	ePortfolio Use for storing, organizing, reflecting on and sharing items	ePortfolio should be used in an embedded, meaningful and purposeful way.	Yes, rubrics and forms are able to be pushed or pulled into student ePortfolios.	Yes, students are able to submit artifacts from their ePortfolio to a dropbox.	No, but Students may invite others to interact with aspects of their ePortfolio.	Students are able to invite others to collaborate with aspects of their ePortfolio.	6/6 Can cover all levels but will depend on learning activities.
	Intelligent Agent Create emails to notify users of site activity	Yes, need to think about the reason, conditions and style of message.	Yes, according to trigger can provide support and encouragement to students.	Maybe. There is the capacity to support formative assessment for at risk students.	Maybe. Can communicate with students dependent on circumstance.	No. Intelligent Agent is a one-way communication tool.	4/6 Understand, Apply, Analyse, Evaluate,
	Quiz or Test Use to assess learning, formative or summative.	Can take time to develop questions and set up quiz. Publisher test banks an option?	The quiz is aimed at assessment, not as distribution channel. Tip: use as formative self-test.	Quiz can be timed and secure. Has essay, MCQ, true/ false, matching, type questions.	No. Tip: Use discussion topic instead.	No. Tip: Use discussion topic instead.	6/6 Can test all 6 but this requires you to be creative in your assessment.
	DropBox Use to collect, asses and provide feedback on assignments	Yes, easy to set up. Ensure provision of instructions and set any conditional release.	You can provide assignment instructions for students to follow along with rubric.	Yes, can be graded with rubric according to marking criteria.	Maybe, a dropbox can be set up for individual or group submission.	Yes, if a group assignment you can provide group a discussion topic and file locker.	6/6 Can test all 6 but this requires you to be creative in your assessment.
	Checklist A list of items that need to be completed...	Easy. Either create your own or you may be able to choose an example.	Yes. Checklists can be an information distribution tool.	Maybe. The checklist can indicate what students have completed.	No. Checklists only interact with the rest of the system.	No.	5/6 Indirectly. Depends on how checklists used in learning design.
Rubrics Use for criteria based grading of assignments	Needs considered attention to determine criteria and levels of attainment.	Yes. Very useful in scaffolding assessment requirements.	Provide consistent framework , supports moderation and feedback.	Not suited for discussions, but rubrics can be used for groups and ePortfolios.	No. A rubric gives guidance only.	5/6 Understand, Apply, Analyse, Evaluate, Create	
How to use this guide This guide can help you choose the right tool for the learning activity you want to use. • Know which tool you want to use? Follow its row across to see strengths and weaknesses. • Know what you want to achieve? Pick a column and follow it to see which tool will help you do it. • When designing learning activities consider							
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*Be creative with Discussion Forums It doesn't always have to be an in-depth class discussion. Other activity ideas: class debate, team or group discussions, weekly project reports, role play and feedback, gather resources and reviews, assessment support, Helpline or FAQs, rotated student-led discussions, weekly magazine,...							
Great fit							
Maybe. Requires learning design							
Not best tool for the job							

