

Speaker: Jessica Henderson

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Good afternoon, everyone. Thanks for attending today's workshop: Creating Interactive Course Content with Thinglink. My name is Jessica Henderson, it's spelled J-E-S-S-I-C-A H-E-N-D-E-R-S-O-N, and I am here with my colleague, Sarah Dove. S-A-R-A-H D-O-V-E. We are instructional designers in the ASC Office of Distance Education and we serve a support role for faculty and staff within the College of Arts and Sciences, providing guidance and suggestions related to online course strategies, assistance with development of public-facing online courses, and support for tool sets that have undergone full accessibility and security reviews, and that have been approved for use within the College of Arts and Sciences. And today we will explore one such tool in particular, and that is, of course, ThingLink. To explore our Carmen training resource, we want to start with a very high level overview of what ThingLink is and why our office sought to gain access to this tool before we get into some of the details and a few more hands on types of activities.

So ThingLink is a web-based application that allows for the creation of interactive content. In particular, it offers a means of annotating multimedia objects. The development of virtual tours, presentation of 3D modeled objects, and the building of branching scenarios that can be used to guide students through real-world situations and environments. In addition, ThingLink has undergone full accessibility and security reviews and has been approved for use both by instructors and students, meaning that each of these groups has the ability not only to interact with ThingLink content, but also to create content themselves using this tool.

So why did we pursue ThingLink in the first place, and sort of how did this whole thing come about? As part of our office's mission, we are dedicated to supporting solutions and learning communities that ensure understanding, engagement, access and equity across the myriad of departments and fields of study that exist within the college. And we seek to identify areas where our faculty and staff are in most need of additional support to continue to meet these goals. So in our continuous research of evidence-based forward thinking solutions, and after seeing the tool in action at a number of conferences devoted to distance education, ThingLink was identified as a comprehensive tool that had the potential to help overcome many challenges that other existing tools within our college did not mitigate. Particularly in the case of being able to replicate objects, environments, experiences and situations that rely on the physical senses, and to annotate and collaborate on projects that require various media types.

ThingLink's interactive components and the variety of media it supports show immense promise in supporting things like scientific labs in the virtual space, virtual poster sessions in STEM and other fields of study, the creation of active learning moments that can help to guide learners' understanding of complex processes, visual and performing arts interpretation, and creation in an online environment. The development of cultural competency training through a sort of virtual immersion experience and other such methods. Language learning strategies that might require not only reading and writing, but listening, speaking, and even sort of recognition of those physical body language differences, and data information literacy through the interpretation and analysis of data visualizations.

What's more is that ThingLink, the ThingLink application is designed in such a way that creating basic content with the tool does not require specialized skills like coding, nor does it require an extensive amount of time or training to become familiar with its core components. And in addition, there's no added cost burden to students, and instructors and students alike have the ability, as I said before, to use this tool for a variety of creative purposes. So now that we have a very brief glimpse into what the tool is more broadly, if you want to learn more about ThingLink's development and history, and explore several use-case examples, we encourage you to explore the resources within our Carmen training course if you haven't already done so.

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But for the remainder of this workshop, we're going to dive into the editing side of ThingLink, demonstrating how to use some of its core components while also asking you to try some of the features out for yourself as you follow along. So, For those that have not done so already, we first will show you how to create your ThingLink account, and we're going to walk you through some of the most important tools in your overall ThingLink dashboard. So if you've not done so already, please go to carmen.osu.edu and open one of your courses. Preferably a course where you're an instructor. The course you open must be part of the ASC sub-account, as Arts and Sciences is currently the only college that has adopted the tool. So, following the account creation and navigation process, which we'll do in just a second, we will explore the core components of content creation in ThingLink, mainly how to work with base media files and tags, followed by a discussion of sharing options and settings. Some content organization strategies and the creation of collaborative groups within ThingLink.

In addition, we've created several resources as additional support for all of you, including resources for students as well, that we'd like to make you aware of before concluding today's workshop. Working with Thinglink, the first thing you need to do is create your OSU organizational account. Again, please go to carmen.osu.edu if you haven't already and open one of your courses, preferably where you are an instructor. As I mentioned, the course must be listed in Arts and Sciences. And if the course that you've opened is indeed in the Arts and Sciences subaccount, you'll see a ThingLink link in the left navigation menu, and I'll show you this in just a second. I'm going to jump over to Carmen now. And you should see the little ThingLink link on the left hand side. Once you've opened the course and identified that ThingLink is an available option in the course, simply click this link and your OSU account will automatically be created. That is the only step necessary to create your account. And once you do that you should see the ThingLink dashboard appear in a new browser window on your screen. Again, I will show this to you now. Alright, so you should all hopefully see, you won't have the the content list that I have in mine, but you should hopefully see something similar on your screens at this point.

Again, before we get into the editing side of things, let's take a second to just familiarize ourselves with this space and a few key features of the dashboard. Again, the Carmen training resource, within there, you'll find a section that explores the dashboard in much more detail. For today's purposes, we just want to point out a few of the core elements of this dashboard,

particularly those items that you're gonna use on a regular basis. So each time you open ThingLink, the dashboard is going to open to this content view, which is selected by default. And this is where any content that you've created, any folders that you have, or any content that you've been given access to by others, that's where it's going to appear on the screen. And you can change this overall layout. It usually defaults to this list view, but you can change sort of the view setup by using the grid or list icon near the top right screen. This one over here. So it's just a way to sort of easily navigate and find things that you're looking for.

You can also search for individual content scenes that you've created or that you've shared with or that have been shared with you by utilizing the magnifying glass icon. And I'll show you this in just a second. But for this reason, we just remind you to be mindful of how you name and organize your content and use strategic naming conventions so that you can easily search for content at a later time. So I'll just do a quick search of a particular item from a very large virtual tour that we're working on right now, so you can kind of see how it functions.

OK. Alright. So in addition to the content menu item, which again is the default sort of view that you'll see on the screen, you'll notice several other tools in the navigation menu, one of which is the trash bin. Within, anytime we choose to delete an individual content file, it will first be removed from your list of content, but it's not permanently deleted. It will go into this trash bin where you can then choose whether you want to permanently delete it or not. So it's just a nice little security feature in case you accidentally delete something, just know that it's not going to disappear for good. A few other things to point out. In the bottom left corner of the dashboard you also have access to several additional ThingLink resources, including the Learning Center which contains a content creation course provided by ThingLink as well as multiple examples. Let's see here. And then in addition to that, just below the Learning Center, is a link to product updates.

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Thinglink is continuously improving and adding features to the tool, so make sure that you check the product updates links often for new additions and important news updates. You can also submit suggestions for improvements within the product updates tool. You can report technical issues as well. And if you're ever unsure how to work with a particular feature of ThingLink or need help with a specific element of a platform, you can refer to the help resource listed just below product updates. And in this resource you'll find a lot of FAQ's, how-to articles and additional information about known issues or upcoming changes. So again, the training resource in Carmen provides details about each of the elements of the ThingLink dashboard will likely cover a few more of these items as we dive into the content, but we just wanted to give you a brief overview of some of those key features that you'll be using through your account. Sorry, not your content. And are somewhat familiar with the dashboard.

We're going to start to dig into creating and editing content, beginning with a brief overview of the types of supported base-media before we get into the hands on task. So when creating content in ThingLink, the first place you're going to begin is with this base media file that's

going to serve as a canvas on which you will layer tags and those tags will provide additional context. They can be used as collaboration tools or annotation tools with others. Or to share additional resources. There are five different types of base media that you can choose from to create ThingLink content. These are standard images like JPEGs or PNG files, standard video files, images, videos, or 3D modeled objects. There are specification limits for each of these, and we're going to drop a resource pertaining to those specifications in the chat now, so look out for that.

The two media types that you're going to likely work with the most are basic images and videos, so that's what we're going to focus on today. Though I did want to point out that through ThingLink, you do have access to a number of free degree image files that are curated by Thinglink. The images that are within this library are free to use for anyone with a ThingLink account, and it contains a number of images of world capitals and common public settings that can be used to create annotated presentations, virtual tours, etc. But again, because we have limited time today, we're going to focus on creating some of the more basic- creating content with the more basic media files. But again, if you're interested in working with this type of media, we do have a section on some of the more advanced features of ThingLink. within our Carmen training resource.

So for the purpose of today, as I said, we're going to focus on creating an interactive image that you might use particularly to help organize and connect your course materials that relate to a specific topic, for example. And the first step to create a simple interactive image is to find an image that fits the needs of your project. And you have several options here. You can, for example, upload photographs or saved images, from your device, you could search a source like Adobe stock for royalty free assets including infographics or background images. You could also upload screenshots of strategically designed PowerPoint slides. Or a combination of sort of each of these Adobe stock images, photos, shapes, etc. Using a little PowerPoint magic which hopefully we'll be able to get into later.

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But in order to give you some practice working with these components of ThingLink, And to take some of that initial effort away from finding and scouring these initial image files, we have created a few background image examples that you can use and download now to practice these next several steps. And you should have within a chat, the link to a shared OneDrive folder, so if everybody could access that now. We're going to go to the background images. It should be in the background images folder and there should be three image files within that folder that you can choose from. Of course my preview is not working at the time. OK. Each of these images that we've placed in the folder are sort of an example of an infographic that you could use to organize course content within Carmen. In particular, this type of image or background scene can not only help to make clear connections between content that revolves around a similar topic, but it can also help to reduce some of that cognitive overload, both from the effort required by students to try to make these connections on their own and because this sort of design can limit the amount of module scrolling required to find content in Carmen.

So in this particular case, each one of these images, we can turn what otherwise might be, you know, three or more individual pages or module items in Carmen into one sort of unified space. So to get started again, click the OneDrive link that was posted in the chat and just download any one of the three image files contained within the shared background images folder to your device. I'm going to go ahead and just pick the third one as an example. And then again, if you could just give us a zoom or physical thumbs up reaction when you have your file downloaded and you're ready to move on, that would be great. It's good.

Ok, so now we have a file. Let's jump back to the ThingLink dashboard. To create the scene, the first thing you're going to do is make sure that you're in the content view of the dashboard, which I am not here, so I'm going to click on content to get back to that view. And then you're going to click the blue create button in the top right corner. Here, when you click this button, you'll see a list of suggested templates. For our purposes right now, we're just going to create a basic image, so go ahead and select image from this list of templates. And when you click on any, whether it's the image template or any of the other templates, you're going to get a pop-up like the one on the screen, where to the right, you might see a short video that offers some helpful tips. You'll also likely see some curated examples that fit that sort of template.

For our example purposes. For right now, all we're going to do is search for that file that we just downloaded and click on the large blue sort of highlighted area on the screen. Once you click on that, Search for that downloaded image and then open it into your ThingLink scene. So I'll demonstrate again here. And it may take a few seconds for the file to upload. Once it does finish uploading, and that % goes away or that little clock goes away, you can click continue. And you should now see the ThingLink editor on your screen. Again, I will do so here. So hopefully everyone now sort of sees the same editor that's showing up on my screen, but with your varying background images. I'm going to turn it over to Sarah, who's going to sort of walk you through the next steps of adding to your base media file that we now have.

Speaker: Sarah Dove

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So, Your ThingLink based media turns your straightforward course content into dynamic, interactive content that can guide students or provide a self-guided learning environment to experience texts, media, and more. The first three types we'll discuss are very straightforward and you're welcome to play around with those. If any questions arise, we're happy to come back to those tag types. ThingLink users are able to choose from different tag type formats to enhance base-media. For the first three options I'll be explaining and showing quick examples, as the design interfaces for them is really very straightforward as I said. The final two are a bit more complex, and since you are likely to use them more often, after a brief show and tell, I'll be asking those of you who would like to participate to begin adding tags of your own to the base media images that you've already selected, downloaded, and added to your ThingLink accounts.

The first tag type I'll discuss is the text label tag. This is the simplest tag type. It creates a plain text label that shows descriptive text when hovered over or clicked on directly. Next is the

create poll tag. The poll tag enables you to include quick anonymous pulse check surveys. The results are anonymous and become visible immediately when a participant has added an answer. And finally in this group, The create tour tag. This tag type simply links ThingLink scenes together. For this tag type, it is possible to set conditions before moving from one scene to another, such as questions that must be answered correctly. Detailed info about doing this can be found in our Carmen training resource.

To give you a brief glimpse of these tags in action, I've prepared a ThingLink scene with a few examples. Simply I'll demonstrate the text label tag. You can see, when I click on it, If I do. A dark text box appears with the label text inside. In this case, the label reads: "This is an example of a text label tag" and "Text formatting options: bold and italic." Next when I click on the poll tag, It brings up a sample poll that I created. If you have this open in your browser, feel free to click on any answer that you wish for the silly question that I've inserted which reads: "This is an example of a poll tag. It's super cool, don't you think?" And then list the options yes, no or maybe. And you can see here that we already have a few responses. Finally, You'll see the tour tag. When you hover over it. A thumbnail view of the scene that you'll be taken to appears. In this case, the hover text reads "We're heading somewhere else. When you click on it, you can see an example of a conditional question that can be used to restrict access until your audience has chosen the correct response. In this case, I've set only one option for the question. Are you ready to move to the next scene? By selecting yes, we have the ability to jump to the next scene in the tour. This could be great if you need to provide a brief comprehension check for students before moving forward through your course content.

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One thing you might have noticed is that all of the tag icons on this slide are different. I purposely chose icons that I felt matched the essence of the tag types. You can choose from over different icon options by selecting different symbols in a range of colors. To ask you to try out with us, but before we jump into this, we've prepared a few resources for you so that you don't have to go digging around to find what you need. The first tag will get hands-on with is the ad content from a website tag. If you are accustomed to finding and grabbing embed codes, this will be a very versatile tag for you. Using this tag type, you can link some of your more dynamic course content together, including presentations, streaming video and other thing link scenes.

The final tag type option is the text and media tag type. By far this is the most flexible and customizable tag type. Here you can choose from different layouts to combine text, images, videos, links and or background audio. This flexible tag serves multiple purposes and adjusts the layout based on the content. So in this example that I've prepared, you can see a few examples of these two tag types that I'll toggle through. Now for the embed option, I've included the PowerPoint presentation that we're using for this workshop. Scroll through a couple of slides so that you can see that it has all the functionality of a regular PowerPoint presentation. The second one is a media site video. Here you can see it has all the functionality of the media site

streaming player. You can change the speed, turn the captions on, pop it out or make it full screen.

And then finally a ThingLink scene. The ThingLink scene that you just saw is included here. If I click on any of the tags in this window you can see that they have the full functionality, the same as if being viewed in full screen scene. The text and media tag examples include several combinations of media and accompanying explanatory text. The first includes text, image, and audio, and when I open this tag, if I have the audio recorded in the tag or uploaded as a separate file, the audio will play automatically. This is an example of the upload audio content type. This can come in handy especially if you'd like to give your viewers a guided audio tour of this content. The second includes video text and a button that links to an outside resource. And the third includes Sorry, I lost my place. The final tag includes a PDF, text, video, and an image. Because this one has multiple media types, you can see that I can toggle through the different media types using the right and left navigation arrows that appear in the viewing window.

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One thing you might have noticed in this scene is the lines connecting each tag to the point of the arrow. These are called anchor lines. To add these, you hover over your tag and click the + that appears underneath the tag to draw the anchor line to the location you'd like to highlight. I'm going to go ahead and demonstrate that briefly now in the editor. When I've hovered over it, you can see. This + up here. That drops the anchor line. And then I can move it anywhere I like. I'm going to delete that. So you can take a few moments now to add either or both of these tag types within the ThingLink image that you've uploaded. Embed codes from sources like mediasite and some other tools in the Microsoft suite that everyone at Ohio State has access to. Time for video media. This is a great tool if you want to share annotated clips of lectures, films, Ted Talks, and more.

You can also invite students to annotate film clips, but there are a few things to be aware of that may feel different than using ThingLink to annotate, and tag image based media. First, all of the tag types that you've been introduced to will function with video media when a tag is added, though, one additional step in applying your tag is deciding how long the tag will appear on screen. I'm going to play a short example for us here. I'm sorry, I can't see. So down here in the play bar, you can see the tag indicated by this tiny plus icon, and you can also see the tag as it has appeared on screen. I'm going to push play again so that you can see it disappear from the screen.

So in the ThingLink editor, Once your tag icon is chosen and you've added any important info to your tag type, you can adjust the start and end points of how long it will appear on screen. Here at the bottom there's kind of a Halo at the around the tag and these yellow lines appear. If I click on that I can drag it out to last longer. You can also move the start point of it So that you can control how long that tag is going to appear on the screen. So, Apologies, one thing to be mindful of as you do this, is that the video media cannot have overlapping tags. This means that only one tag will appear on screen at a time, and I'll demonstrate this by adding another tag

now. So this new tag is added here at the beginning of the video. I can move it anywhere I'd like. And I can adjust the start time to start earlier. And if I adjust the end time, I can't adjust the end time of that by pushing another tag. I have to adjust the other tag and then move the new tag, but it will not allow them to overlap. So again, I'll just reiterate that in order to upload videos to use as base media, you'll first need to have an MP4 copy of the video downloaded to your device. As a reminder, Cody will drop a link again to the upload specifications in the chat, in case you didn't have an opportunity to open that before, which contains info about file size and type.

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Finally, we know that having captioned video media is vital here at Ohio State. While this is not currently supported automatically in this base media type, we recommend including a tag with a PDF transcript to download in order to provide this valuable accommodation for the time being. Note also that we have communicated that this feature is urgently needed To the ThingLink development team and they assured us just this past Monday that updates to this feature and other accessibility enhancements will be available soon, possibly even before the end of the year. We have confidence in this assurance from ThingLink as they have been incredibly responsive to other such concerns and needs that we have raised to them over the past year.

I want to make you aware of, one final point, and it's an important point, about adding tags in ThingLink, is this the order that you add the tags to your media does matter. ThingLink has a web view function for enhanced usability. This offers your viewers more options for how they access any of the information or digital content contained in your ThingLink scenes. It is compatible with screen readers and keyboard navigation functions, and includes many customizable widgets that can be toggled on to enhance user experience through providing a targeted and individual accessibility version of the content included in the ThingLink scene. Your tags will appear in the order that you placed them and will also be accompanied by a number associated with the order of their placement in this view. This means that it is best to make a clear plan before placing your tags, just in case the order that your audience will move through the tags matters for their overall experience. Apologies.

So here in this example you can see all of the information and media included in this ThingLink scene and all of the media included in the tags also appears in a linear layout. Users have the option through this accessibility menu to adjust things like font size, appearance, contrast, And much more. Additionally, these settings are preserved for users so that anytime they use this view, their preferences will be maintained. I'll demonstrate just a few more of our favorite features and creating groups.

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OK, so now that you've had a chance to create some very basic ThingLink content, we'd like to share some important information about what to do with it. The first thing I'd like to draw your attention to is the appearance and tag settings that you'll find in the ThingLink editor. You can play around with the settings as you like, but we'll highlight a few things that we think are important to know about. So within the ThingLink editor, under settings, Changing color schemes, as we saw, is a lot of fun and can add a more customized and accessible appearance to your ThingLink designs based on your needs. This primarily alters the color scheme for some text and media tag layouts and buttons. Additionally, though, we recommend toggling on the large pop-up window option to offer a more expansive view for any media and embed tags that you'll be adding. We also recommend toggling on the "Fit tag media" so that any videos you upload are resized appropriately to appear in the tag. Otherwise it does have a tendency to cut off parts of the video.

Finally, the info panel provides a place to increase accessibility. You can add background text, image alt text, or further descriptions to this area by titling and giving a description to your scene. So once you have your editor settings organized as you like for content creation and have begun to add tags, there are other settings that you need to be mindful of. Oops, I forgot. Located using the three dot "more options" menu associated with the item that is located in the top right hand corner, and this is whether you're viewing a full screen scene or a thumbnail of the screen in your content folder. So here's this three dot "more options" menu. I'll click on that and scroll down to privacy settings. Your privacy setting options are my organization, public, unlisted, and private. In case you need a reminder as you are choosing, each of these items has a detailed description of how they function so you can make the best choice for your needs. Note that all content you create is set to private by default, so in order to share it more broadly you will have to change the privacy settings. But once you have done this, you can share your content in a number of ways.

I'll be sharing details and doing brief demonstrations of each of the options you are most likely to use. First, Your content. Selecting this option will provide you with an embed code that you can include in your Carmen designs via either the HTML editor view or the embed window. And I'll just briefly copy this embed code and give a demonstration of this so that you can see where the embed window exists in your Carmen editor. So if I go into "edit my page." There is a dot "more options" menu at the far right hand side of the rich content editor that appears. And there you'll see a tiny cloud with two embed signs at the bottom. And I can put my embed code directly in there. Hit save. And there's my scene. It's not precisely where I meant to put it, but it is in there. To your content via the share link or get direct link options. The primary difference between these two options is whether or not your content appears to viewers with ThingLink branding attached which will not be included for the latter option. So get direct link will include your scene without any ThingLink branding banners at the top.

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You can also generate a QR code by clicking the QR button that appears in the left of the copy within the link field, for either option. One final important sharing option to note earlier as I mentioned the web accessibility view which is available for all ThingLink content. This can be found under share by selecting other from the sharing options. We recommend including this link with all of the content you share in addition to whichever option you go with as your primary means of sharing content from the options that I have detailed and demonstrated.

The primary organizational logic that is recommended and utilized for ThingLink is folders. Folders allow members of your team or class to access and edit the same media. You can share a folder with all members of your organization or specific users and or groups. In addition, you can use folders to organize your own content if you choose to keep it private. As you begin to use folders, we recommend that you adopt a very clear naming convention, including as much detail as necessary to help differentiate between folders. This will make managing and sharing them easier for you. Any of your existing ThingLink content can be easily dragged or moved into newly created folders as you need, and new content can be created from within the folder itself. Further, each folder can contain subfolders. To create a subfolder, you simply open the one of your folders and click the create folder button.

Subfolders act just like normal folders and have their own access settings. Note that in order for other users to access content within sub-folders, They must already have access to the parent folders that the subfolder is embedded within. So I'm going to demonstrate this now and I'll move slowly through this so that you can see all steps of the things that I've just described. So here I've created a primary folder that I'm going to click on. And I can create a subfolder within it. And then if I click on the subfolder I've just created, I can create another subfolder or I can begin to create content from within here. Going back to the original parent folder, If I click on this three dot "more options" menu, I can scroll down to manage access. And click on this. And then I can add users by name. Or I can add groups, which I'll talk more about in a second. But just by typing in any name. And once you've got the name in there, you'll be able to change the access level. Be sure once you've got someone loaded in there to hit add, otherwise it will not add them to your folder even though you have gone through and done the work of entering their name.

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So just like all the content you create in ThingLink, all newly created folders are private by default. To share a folder, Once again, I'm going to go into the subfolder this time. Open the folder you'd like to share and click the manage icon manage access icon next to the folders name. This will open up a new window. From here again you can enter specific users or groups. And always once you've entered a name, change their access. Always hit add before you hit done.

One note regarding sharing folders. I'll bring that back up actually. This no access text next to all users from my organization. Changing this to editor access will allow everyone in the

organization, that is all users that have Ohio State accounts to see your content any content you create in that folder. So it is best to keep this to no access as default then grant specific access to groups or individuals. By adding them using the search bar. Once you've added collaborators or groups, the access level for folders and subfolders can easily be changed. So even after someone is has been given access, you can change their access level between viewer, editor or administrator. Each of these items has a detailed description of how they function so you can make the best choice for your needs.

Finally, a note of caution for folders. Deleting folders and its subfolders. This action is irreversible. Believe me from experience, it's not something you want to do. Only a folder's creator and users who have been granted administrator access to a folder can delete it. So if you do share with students, giving them access as editors will make make sure that they cannot delete the folder itself. If you do want to delete a folder, make sure you move all media you'd like to keep into a different folder or into another user's account. Once your folders are organized according to your preference, you can share access with your entire course by creating groups in ThingLink. This is particularly useful if you want to grant access to students as editors or collaborators of course content there is no limit to the number of groups you can create in ThingLink.

It is important to note that groups are distinct from groups in Carmen, and that any groups you create will be discreet to each space individually. If you'd like to walk through how to create a group with me, I'll be going through this step by step. Feel free to follow along or to test this out as I go through these steps. So from my content page, I'm going to go back to that content landing page for myself. There is a little building icon in my left hand navigation menu that is called organization. Click on organization. And then select groups. From the menu that appears along the top of the screen. To create a group, you simply click the blue create group button in the upper right hand corner. Then you will name your new group, and again we recommend adopting a very clear naming convention for your groups, including as much detail to the name as necessary to help differentiate between groups. This will make managing them easier. Once you have your group created and here is my new group "Test Group , Spring ."

Speaker: Sarah Dove

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You can add users to your group using the invite code and this is actually the way that we recommend. So the invite code is over here to the right. Because your students also have the ability to create ThingLink accounts via Carmen, once they have their account created, all you need to do to add them to your group is share this invite code via e-mail, announcement, or within your Carmen pages or any of those in combination. Instructions for this are included in the student tutorial video that we've created for you to include in your course if you are using ThingLink, and we'll preview that toward the end of the workshops, that you have a chance to see that in action. From everyone's ThingLink dashboard page, you may have noticed at the top this "use invite" code. Very simply, once anyone has a new invite code, they can click on this text. And enter their code and they will automatically be added to the group associated with

that invite code, meaning that they will also have automatic access to any folders that this group has already been granted access to or will be given access to in the future.

As part of the ThingLink training resource course we've prepared in Carmen, you will be asked to join a group using an invite code. So that covers the kind of collaboration and managing your content piece of things. This workshop, before you leave, we want to draw your attention to some additional resources.

First, part of our ThingLink training resource in Carmen includes a ThingLink scene on student collaboration. It has some basic information on why this is such a great collaborative tool, some of which I've already covered, as well as a preview and request form for the student-facing ThingLink tutorial that we've created. You can access this scene using the QR code, the first QR code, in the PowerPoint slide that you see. Additionally, if you haven't had the opportunity to request access to the ThingLink training resource in Carmen, the second QR code will take you to that air table form to be added to the course if you're interested if you haven't already done this. Or we can put that link in the chat again as well.

Finally, our office has created a lot of really excellent resources focused on best practices and course design strategies that you can find by browsing our website and our instructional design team is available for one-on-one support and design consultations for ThingLink, but also just in general for all instructors in the College of Arts and Sciences.