

Help! I want to post an activity to my learning management system (LMS)

**CONNECT Tutorial:
Upload an Assignment to an
LMS**

Watch a demonstration of how to provide the necessary links and information for learners to complete Step 1 Part A of a module as an online assignment.

Activity 1.1a Describe the dilemma

Module 1: Embedded Interventions

Glossary

Learning Objectives

- Explain what is meant by embedded interventions to promote participation in inclusive settings.
- Use a decision-making process to help a child participate more fully in an inclusive setting through embedded interventions.

View Module

Instructor Dashboard

Click on a step from the 5-Step Learning Cycle to view the description.

5 Step Learning Cycle™

In Step 1, learners watch videos portraying the **real world dilemma** of a preschool teacher in a community-based child care program as she attempts to include a child with disabilities in her classroom for the first time. Learners are asked to describe the dilemma in an activity following the videos.

Activities & Guides

- ▼ Step 1: Dilemma
 - 📄 [Activity 1.1a: Describe the dilemma](#) 📄 Word document
 - 📄 [Activity Guide 1.1a: Describe the Dilemma \[Level-Intermediate\]](#)
- ▶ Step 2: Question
- ▶ Step 3: Evidence

You want to ask your learners to complete Activity 1.1.a Describe the dilemma.

First, download the PDF or Word document from the Instructor Dashboard:

- Expand the Activities box under Step 1. Dilemma.
- Click on the pdf or doc link to download the document.
- Save to your desktop or another folder.

Create new Assignment

The screenshot displays the Blackboard LMS interface. At the top, the University of Kentucky logo is visible on the left, and navigation links for 'My Places', 'Home', 'Help', and 'Logout' are on the right. Below the header, there's a 'My Bb' section with a 'Content Collection' button. The main content area is titled 'Assignments' and features a toolbar with buttons for 'Create Item', 'Build', 'Evaluate', 'Collaborate', and 'More'. A red arrow points to the 'Build' button. On the left side, there's a vertical navigation menu with various course management options, including 'Announcements', 'Course Information', 'Course Documents', 'Assignments', 'Discussion Board', 'Groups', 'eReserves', 'Tools', 'Staff Information', 'Help', and 'Home Page'. Below this menu is a 'COURSE MANAGEMENT' section with expandable categories like 'Control Panel', 'Course Tools', 'Course Links', 'Evaluation', 'Users and Groups', 'Customization', 'Packages and Utilities', and 'Help'.

In your learning management system (LMS), create a new assignment.

In this example, we are using BlackBoard™.

Add assignment details

UNIVERSITY OF KENTUCKY

My Places Home Help Logout

My Bb Content Collection

Announcements
Course Information
Course Documents
Assignments
Discussion Board
Groups
eReserves
Tools
Staff Information
Help
Home Page

Control Panel
Course Tools
Course Links
Evaluation
Users and Groups
Customization
Packages and Utilities
Help

1 Content Information

Name Describe the dilemma

Color of Name Black

Text

Visual Editor: ON

Normal 3 Arial B I U abc x x

First, watch the video linked below.

Video 1.1 and 1.2
<http://community.fpg.unc.edu/connect-modules/learners/module-1/step-1>

Then, complete the pdf activity and email the completed activity to me by Thursday.

Path: body

Save as Reusable Object

2 Attach or Link Content

Files can be attached here. Click **Browse** to select the file to attach and specify a name for the link to this file.

Attach Local File sktop\CONNECT-Activity-1-1a.pdf

Link to Content Collection Item

Name of Link to File

Special Action Create a link to this file

Give the assignment a name. In this example, we are using the same name as the CONNECT Activity, Describe the dilemma.

Then, give learners instructions on the assignment, including submission instructions and a due date.

Upload assignment

The screenshot displays the Blackboard interface for uploading an assignment. The top navigation bar includes 'My Places', 'Home', 'Help', and 'Logout'. The left sidebar shows 'My Bb' and 'Content Collection' tabs, with a menu of course-related options. The main content area is divided into two sections:

- 1 Content Information:** This section contains a 'Name' field with the text 'Describe the dilemma', a 'Color of Name' dropdown set to 'Black', and a 'Text' area. The text area includes a rich text editor with a toolbar and the following content:

First, watch the video linked below.

Video 1.1 and 1.2
<http://community.fpg.unc.edu/connect-modules/learners/module-1/step-1>

Then, complete the pdf activity and email the completed activity to me by Thursday.
- 2 Attach or Link Content:** This section provides options for attaching files. It includes a 'Browse' button next to the file path 'sktop\CONNECT-Activity-1-1 a.pdf'. Below this are fields for 'Link to Content Collection Item' and 'Name of Link to File', each with its own 'Browse...' button.

Next, click browse to find the CONNECT activity you downloaded from the CONNECT Modules website.

Finally, post the assignment.

Post to LMS

The screenshot displays the Blackboard LMS interface for the University of Kentucky. At the top, the navigation bar includes 'My Places', 'Home', 'Help', and 'Logout'. Below this, the 'My Bb' and 'Content Collection' tabs are visible. The main content area is titled 'Assignments' and features a toolbar with 'Create Item', 'Build', 'Evaluate', 'Collaborate', and 'More' options. A specific assignment titled 'Describe the dilemma' is shown, with an attached PDF file named 'CONNECT-Activity-1-1a.pdf' (126.762 KB). The left sidebar contains a navigation menu with categories like 'Announcements', 'Course Information', 'Course Documents', 'Assignments', 'Discussion Board', 'Groups', 'eReserves', 'Tools', 'Staff Information', 'Help', and 'Home Page'. Below the main menu is a 'COURSE MANAGEMENT' section with options such as 'Control Panel', 'Course Tools', 'Course Links', 'Evaluation', 'Users and Groups', 'Customization', 'Packages and Utilities', and 'Help'.

Now, you may notify learners that the assignment is available.

First, watch the video linked below.

Video 1.1 and 1.2

<http://community.fpg.unc.edu/connect-modules/learners/module-1/step-1>

Then, complete the pdf activity and email the completed activity to me by Thursday.