A How-to Guide for School Board Teachers

Introduction to Desire2Learn for Dual Credit

This document is a summary guide to assist school board teachers to navigate the Desire2Learn Learning Management (LMS) system for dual credit courses.

# Document Information

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# Revision History

|  |  |  |  |
| --- | --- | --- | --- |
| Version # | Ver. date | Revised by | Description of change |
| 1.0 | Sept 5, 2018 | Deborah Leal | Original Document |
|  |  |  |  |

# Overview

Welcome to Fleming College’s Learning Management System (LMS) – “Desire2Learn”!

This document outlines the functionality that a School Board Teacher is authorized to view within the Fleming College LMS, including viewing the content, available marks, and student progress.

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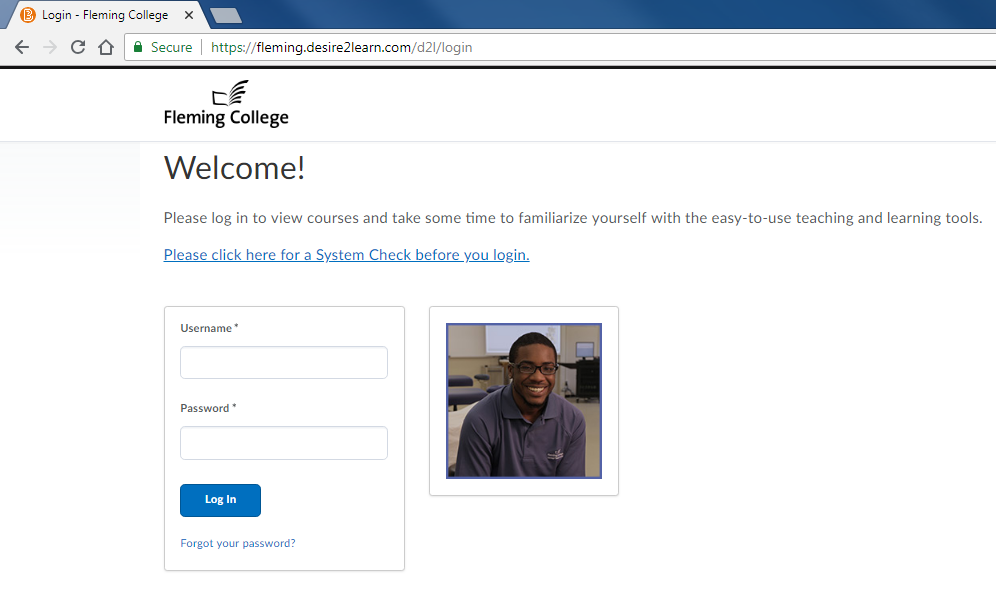
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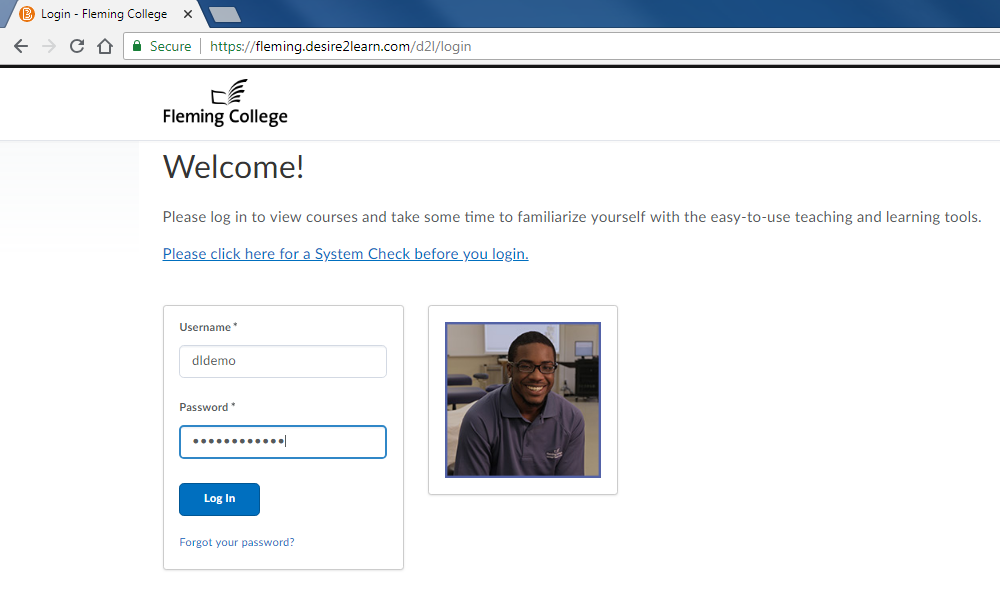
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# Login to Desire2Learn

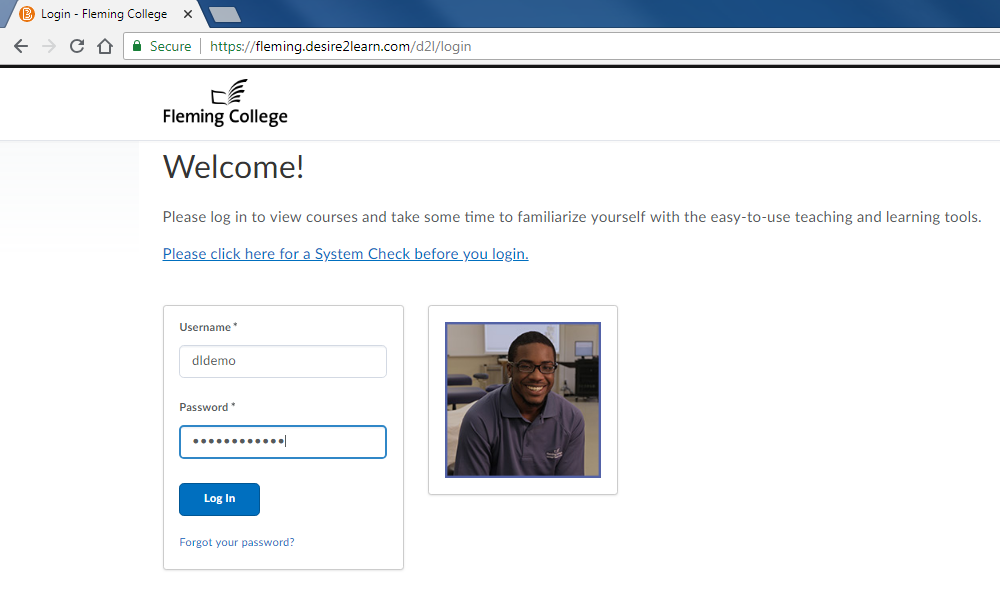
1. Go to **Fleming College’s Desire2Learn website** (<https://fleming.desire2learn.com/d2l/login>)



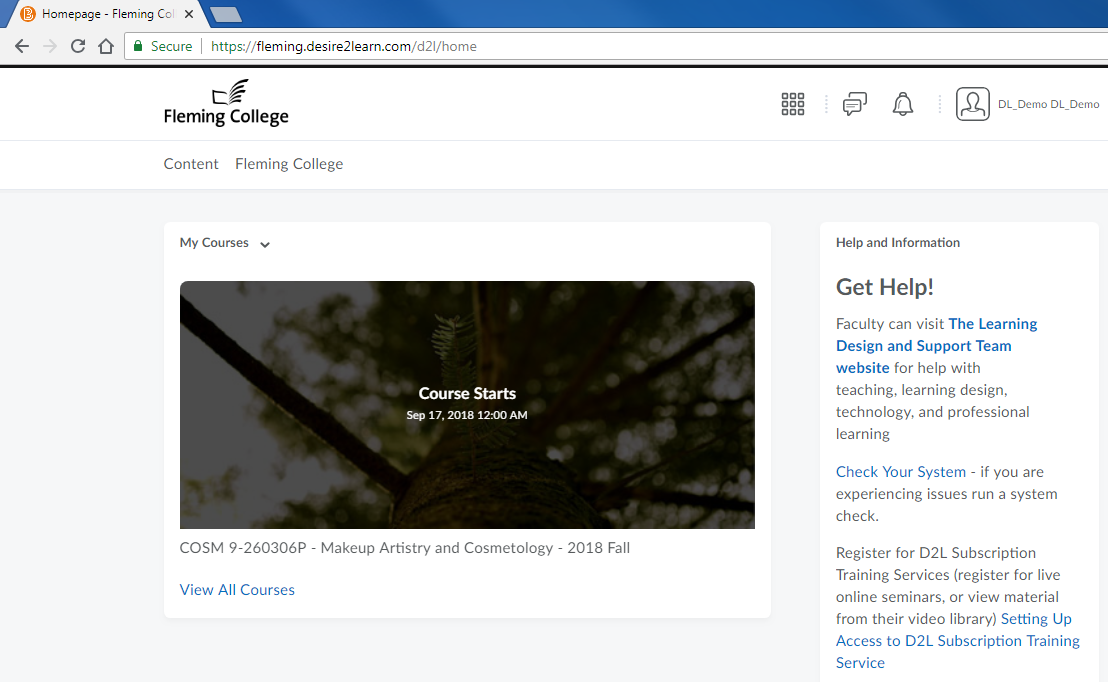
1. Enter your Fleming provided username into the **username field**
2. Enter your Fleming provided password into the **password field**



1. Click the ‘**Log in’** button

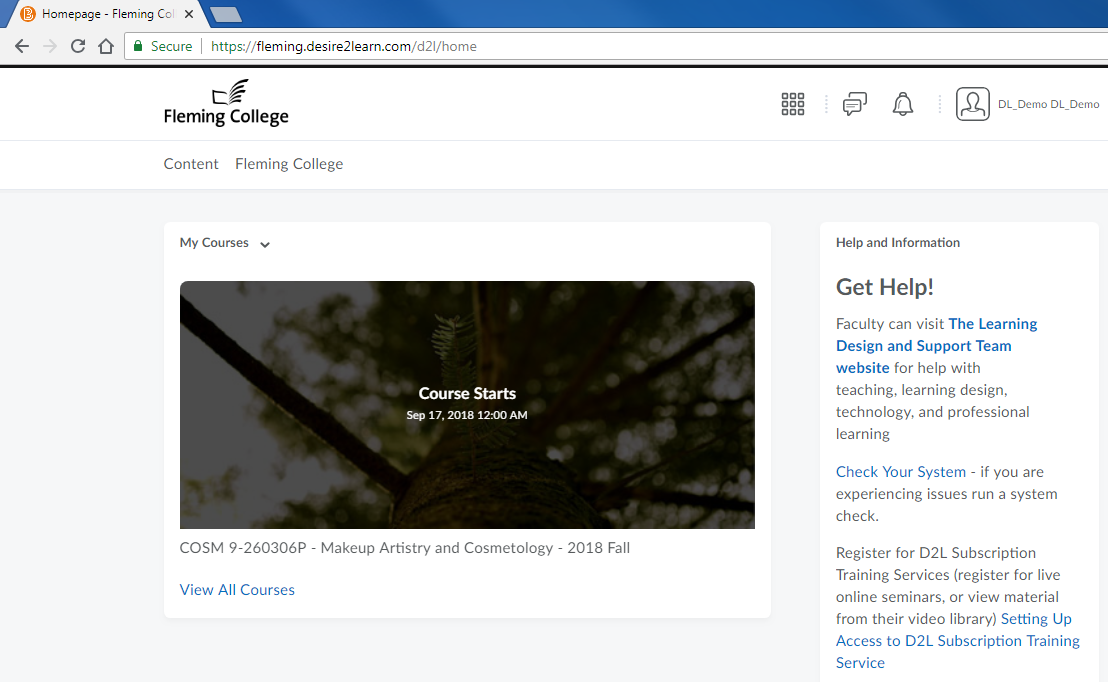


1. The following homepage should appear, and display any courses to which you have access:

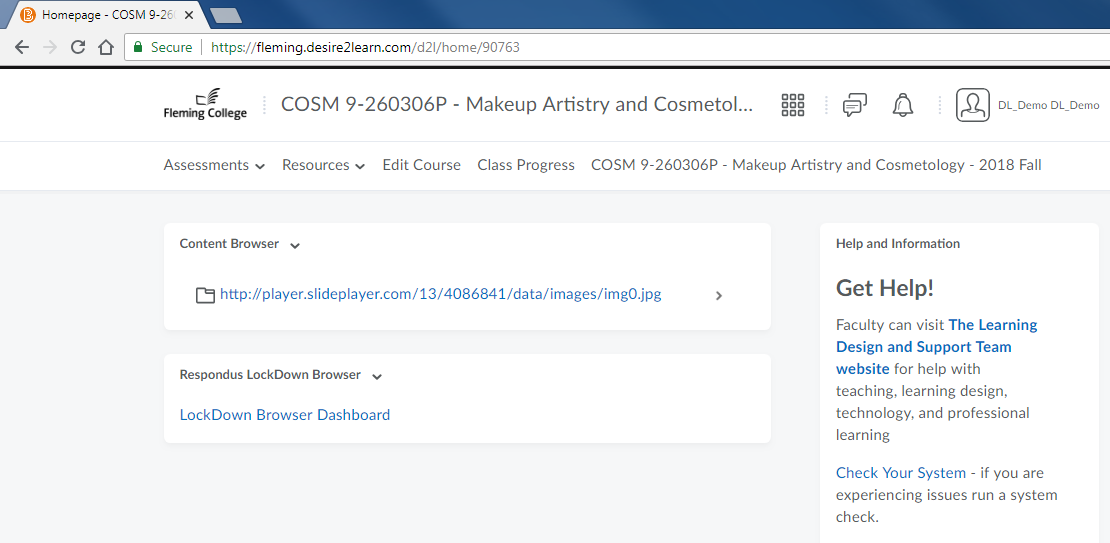


# Navigate the course content using content browser

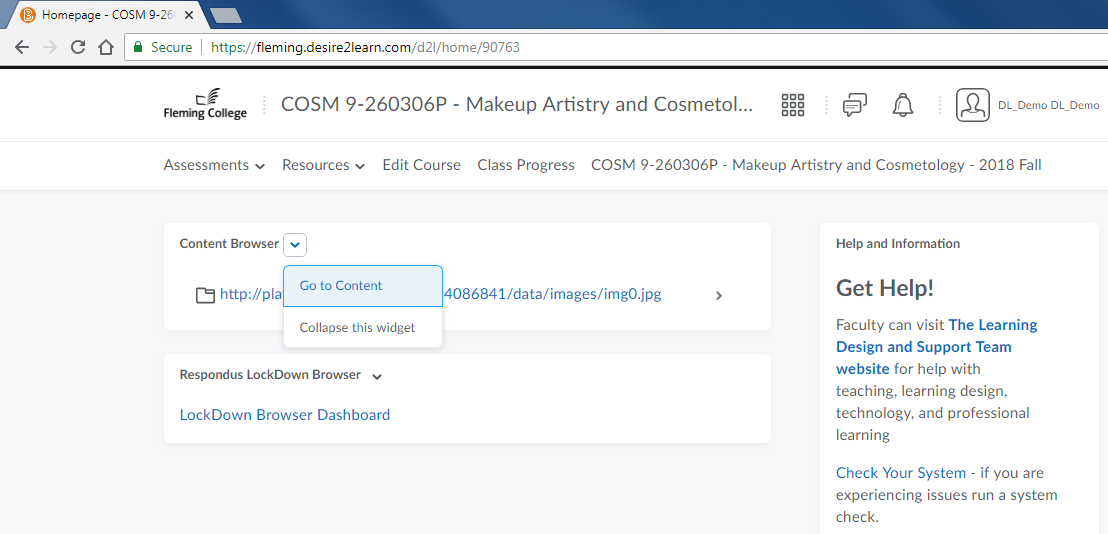
1. Click on the rectangle image for the course you wish to view



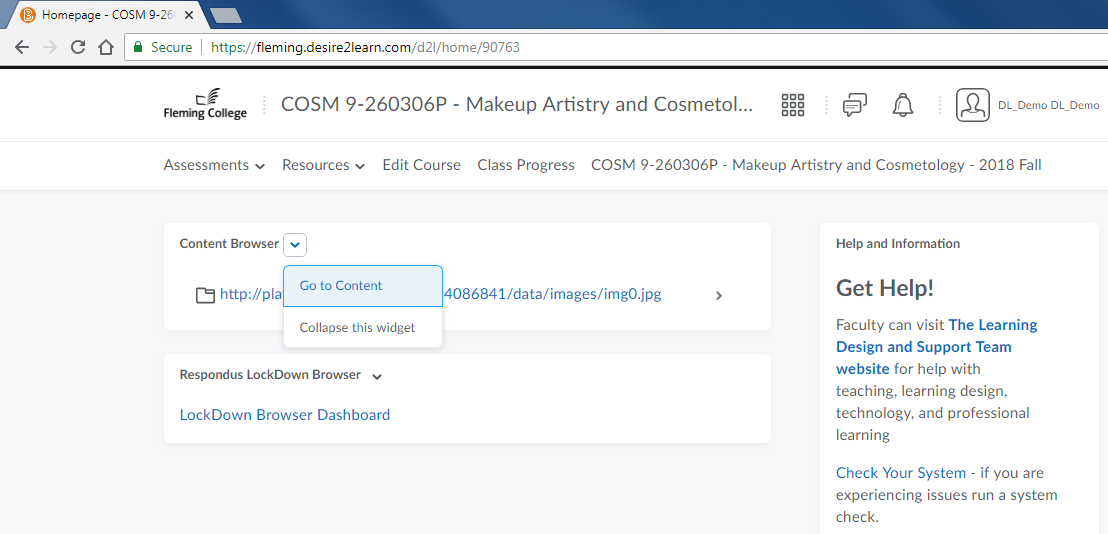
1. The following course homepage will be displayed. This page is customized by the course instructor. As a result, the appearance of the homepage in the image below may not match what you see in the course you are viewing.



1. Click the blue arrow beside the ‘**Content Browser’** heading

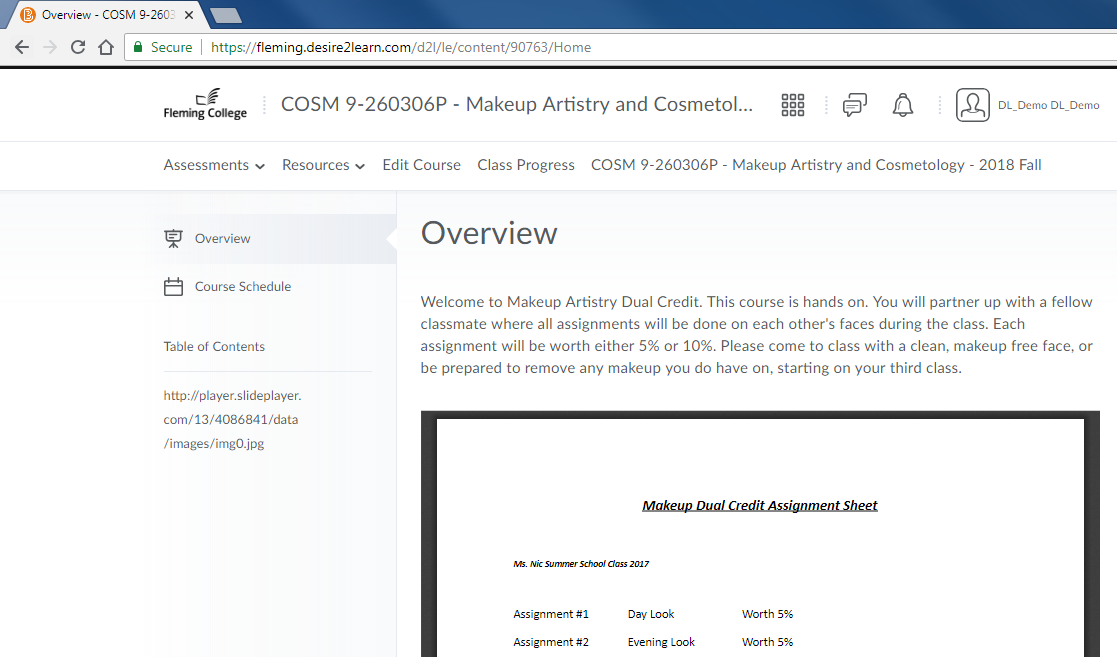


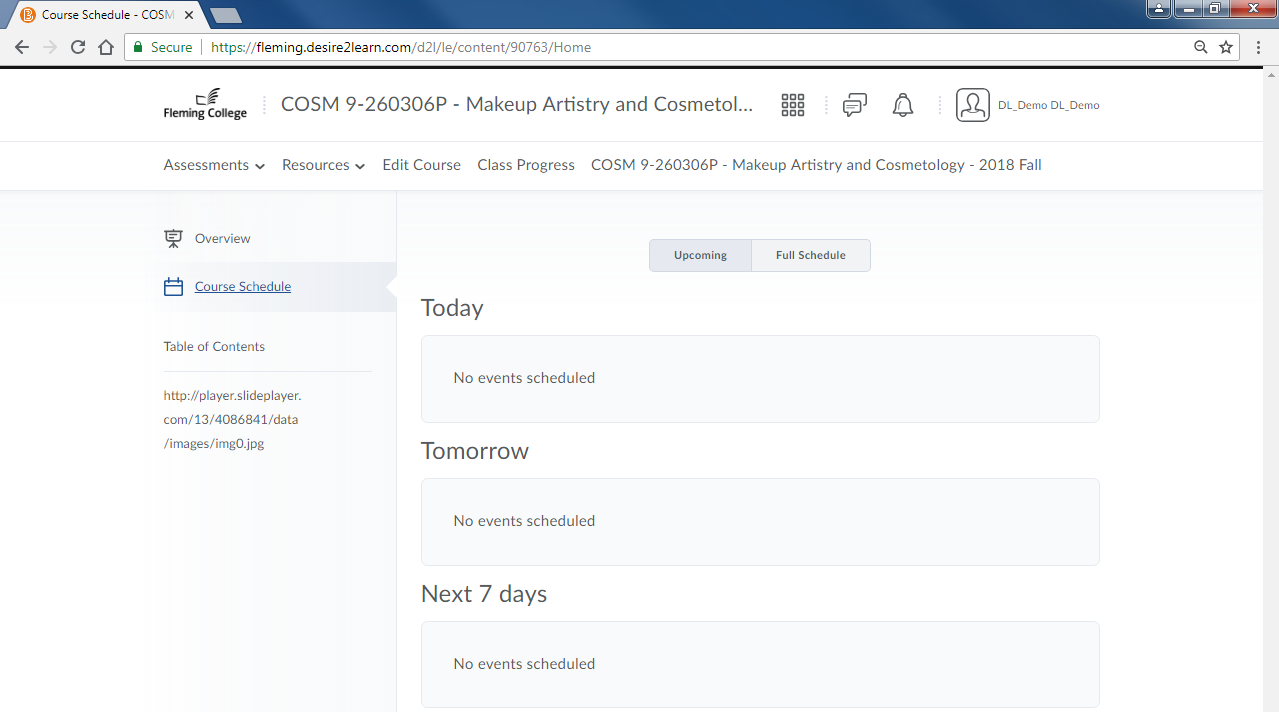
1. Click ‘**Go to Content’**

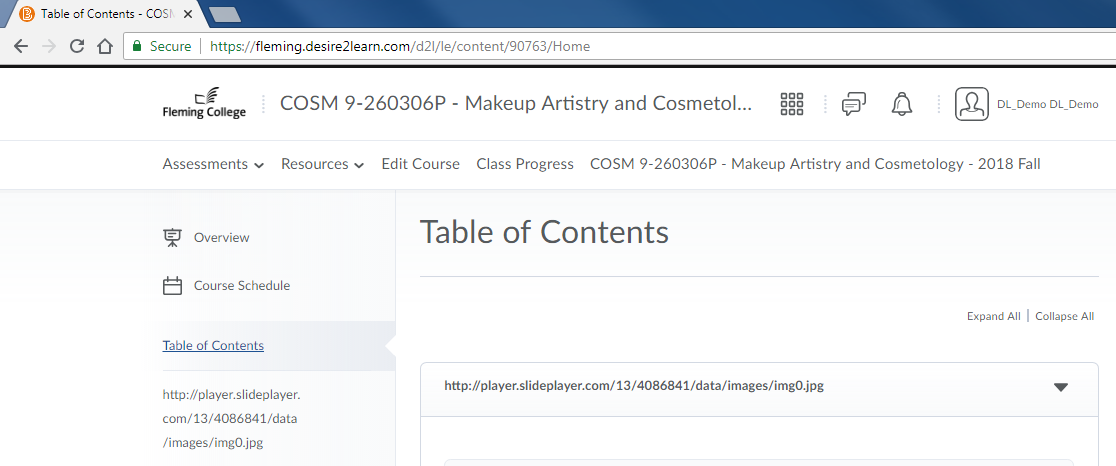


# Use sidebar to navigate content

1. **Click on the headings** in the sidebar to view the content available to learners. These headings are customized by the course instructor. As a result, the headings you see in the image below may not match what you see in the course you are viewing.

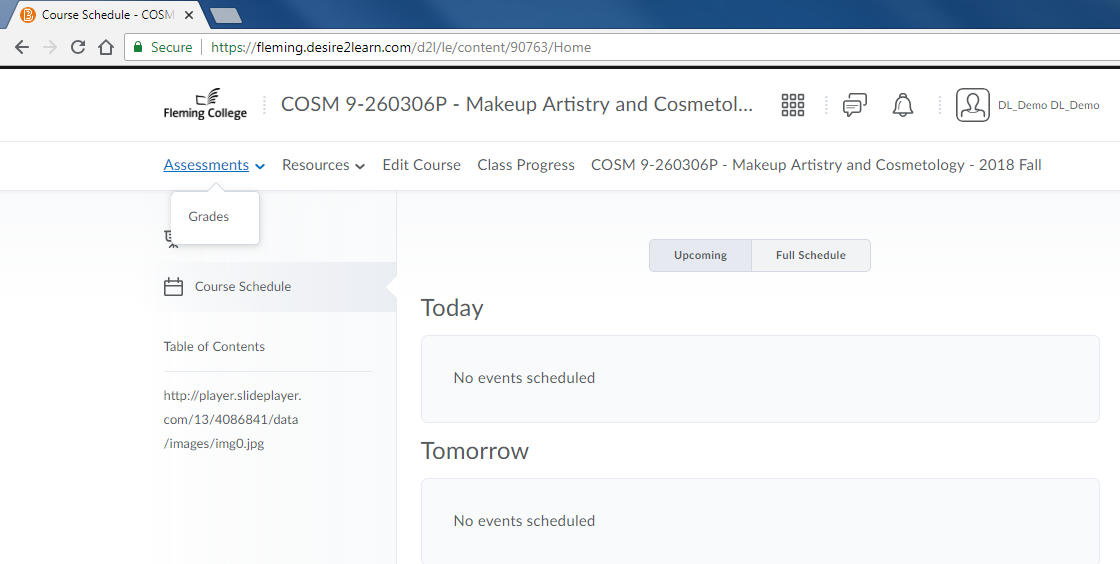




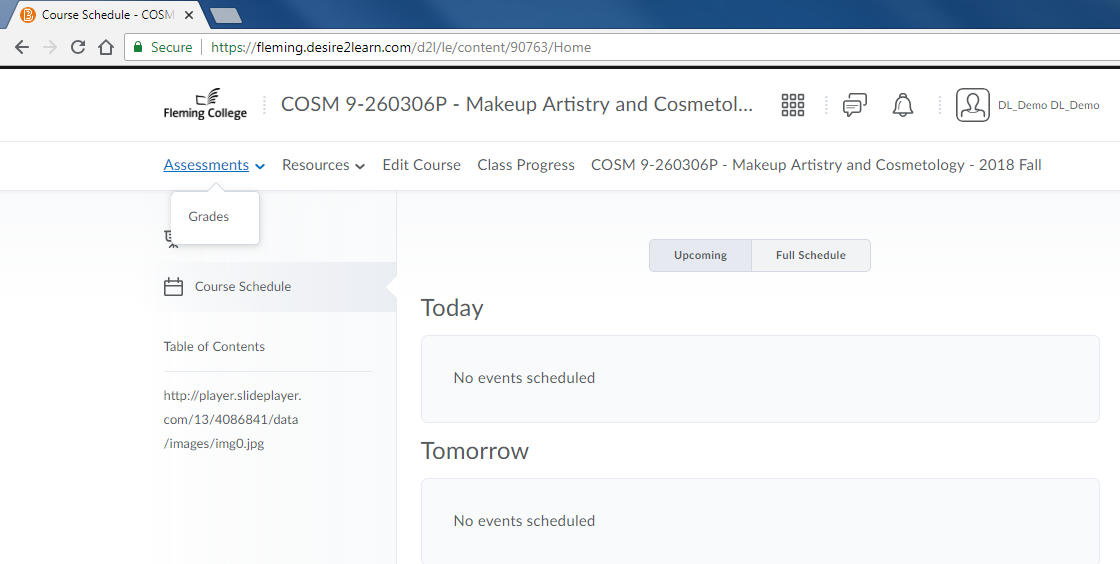


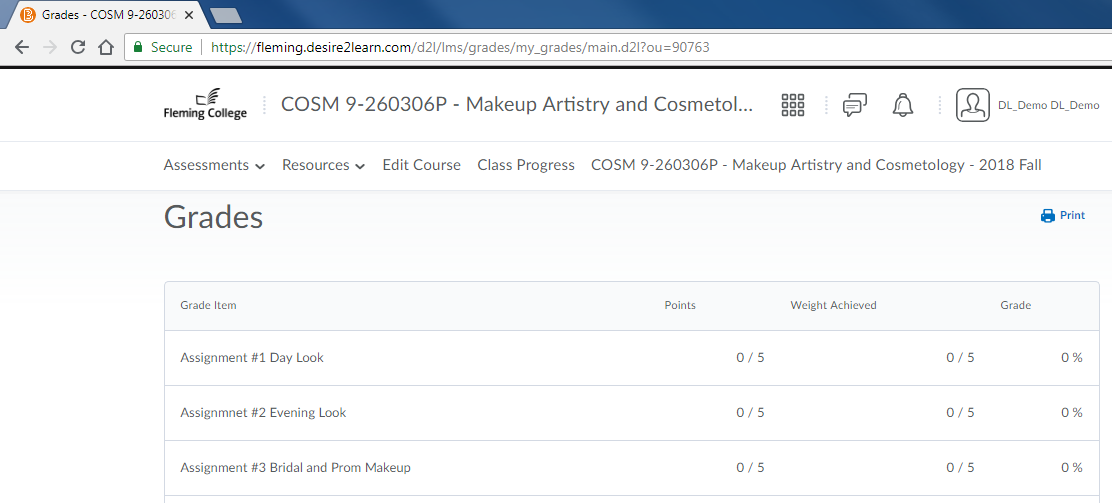
# Use top menu to view grades

1. Click ‘**Assessments’** in thetop menu bar.



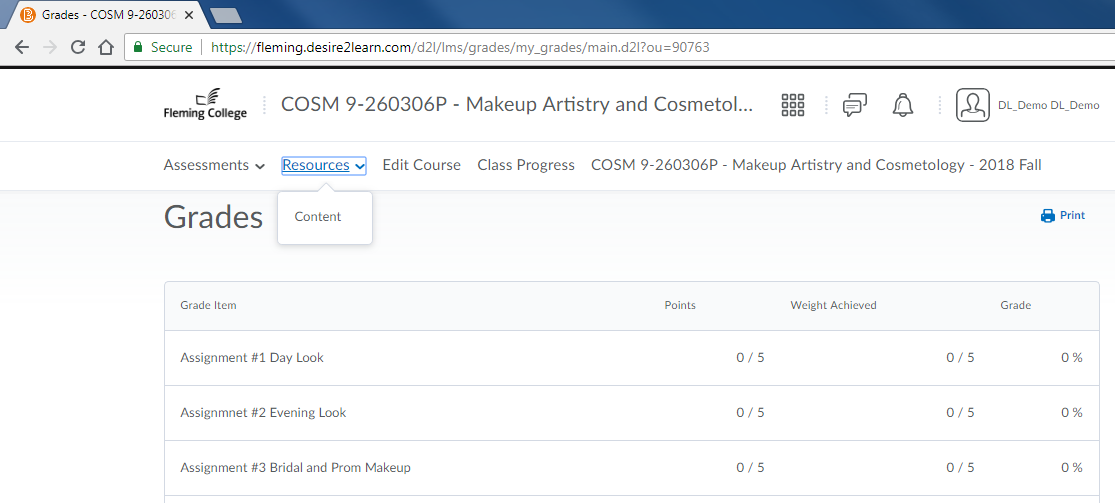
1. Click **‘Grades’** to view the available marks in the course.



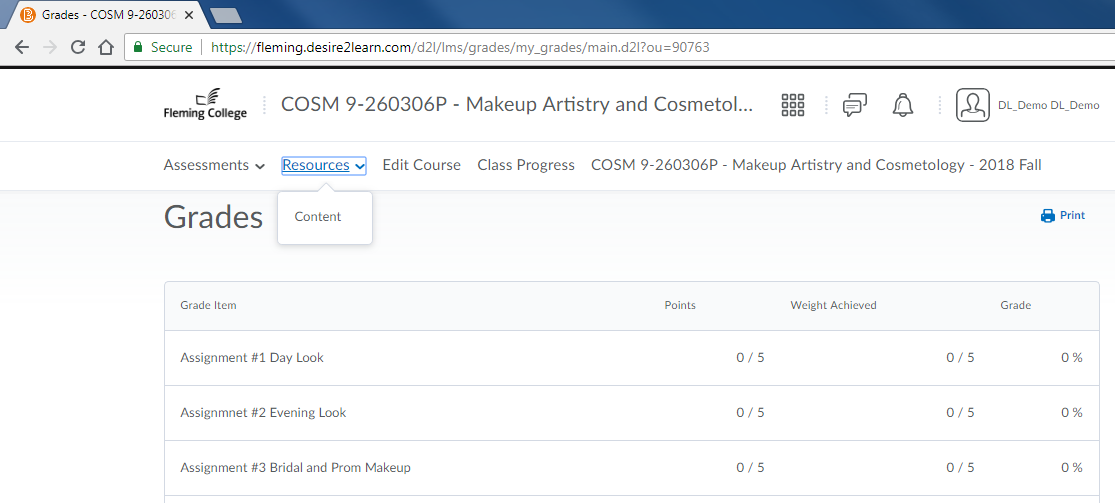


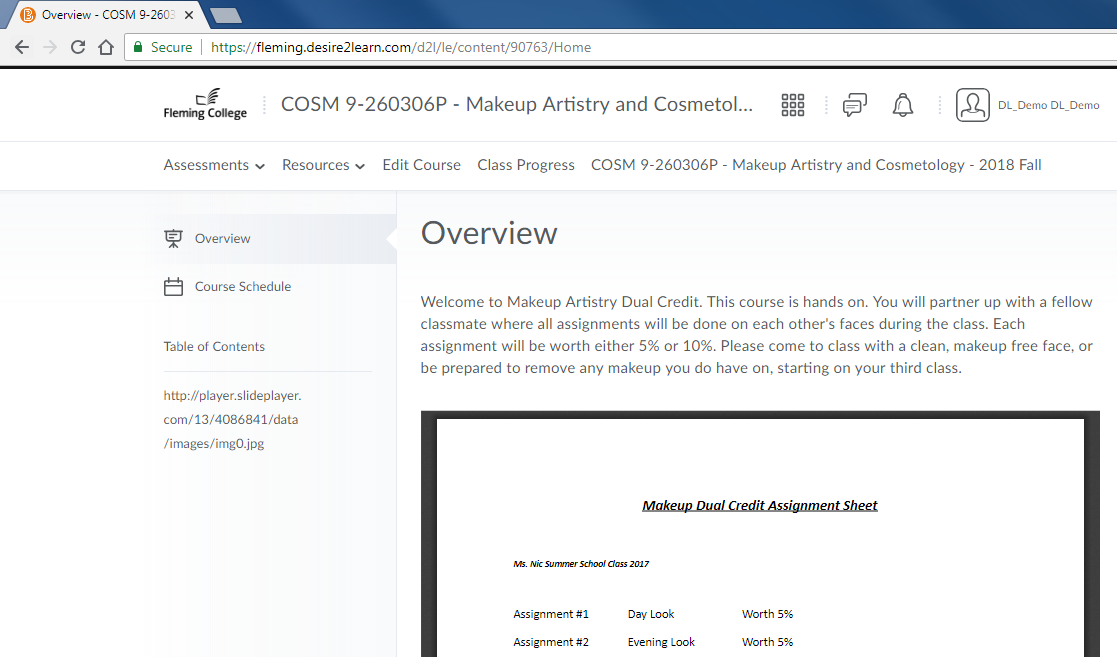
# Use top menu to view content

1. Click ‘**Resources’** in thetop menu bar.



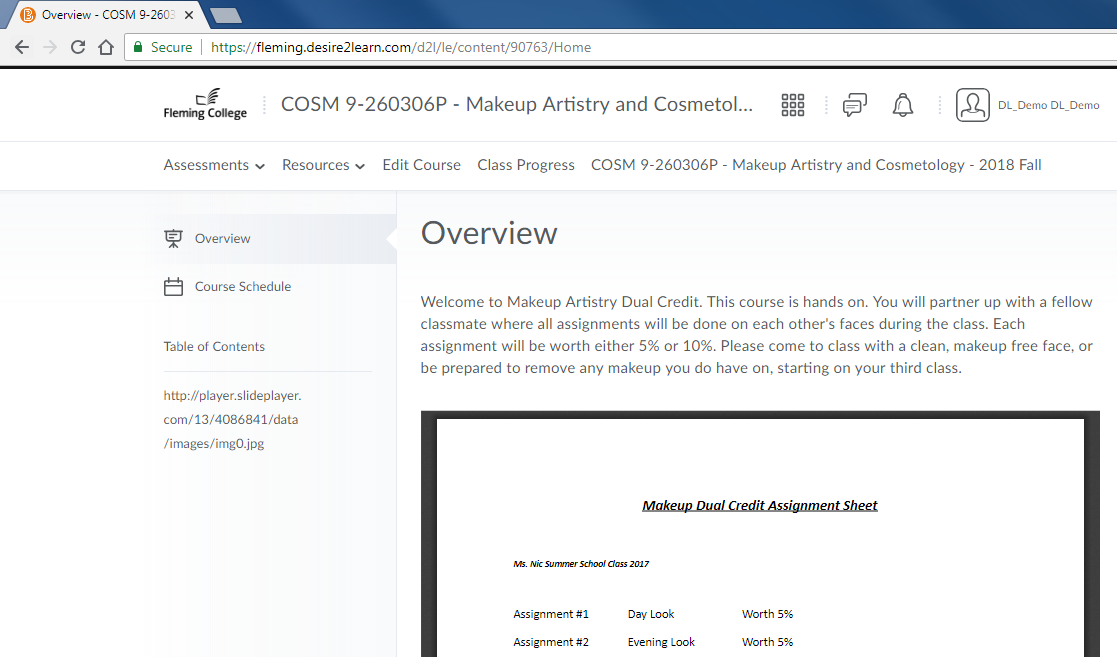
1. Click **‘Content’** for another method of viewing the content in the course.

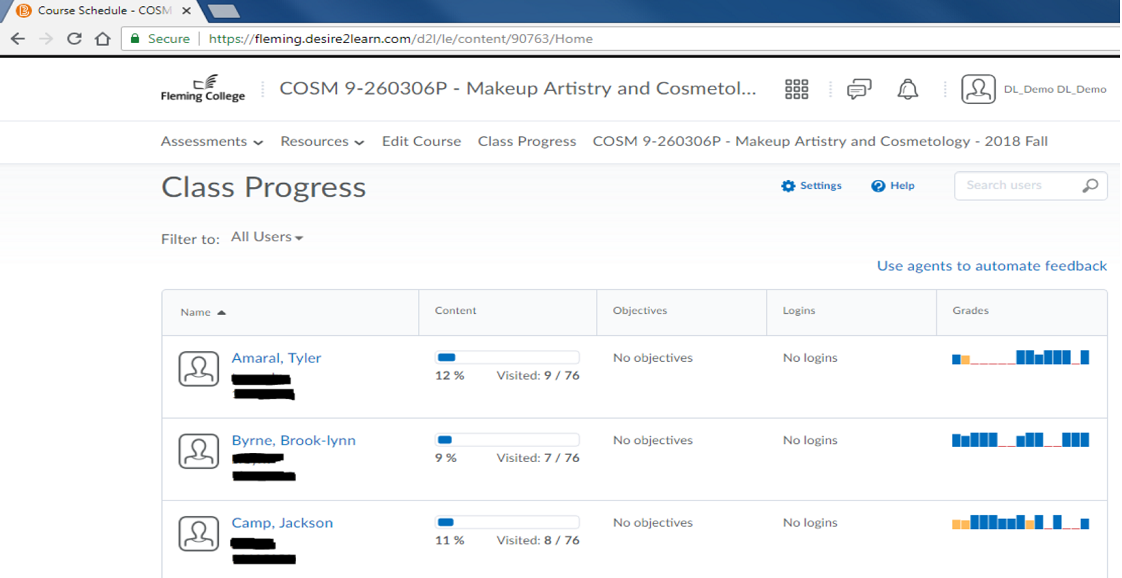




# Use top menu to view class progress

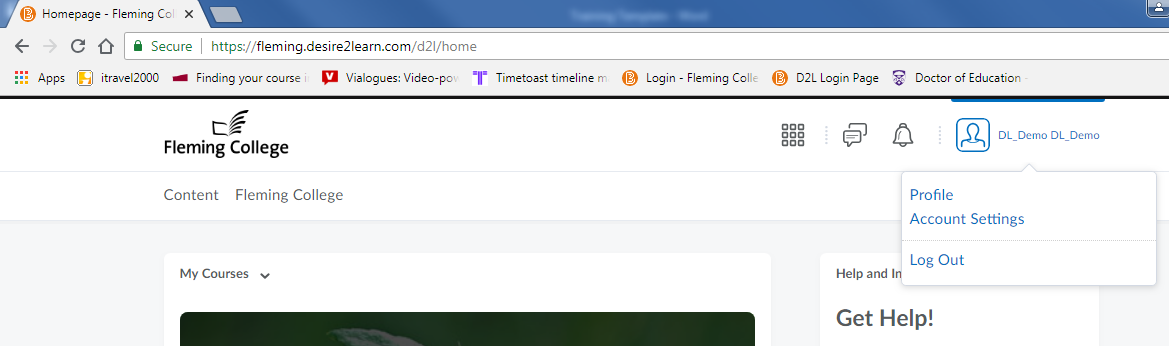
1. *Menu Bar*: Click ‘**Class Progress’** in thetop menu bar to view the students and their level of engagement and participation with the course content in the LMS.



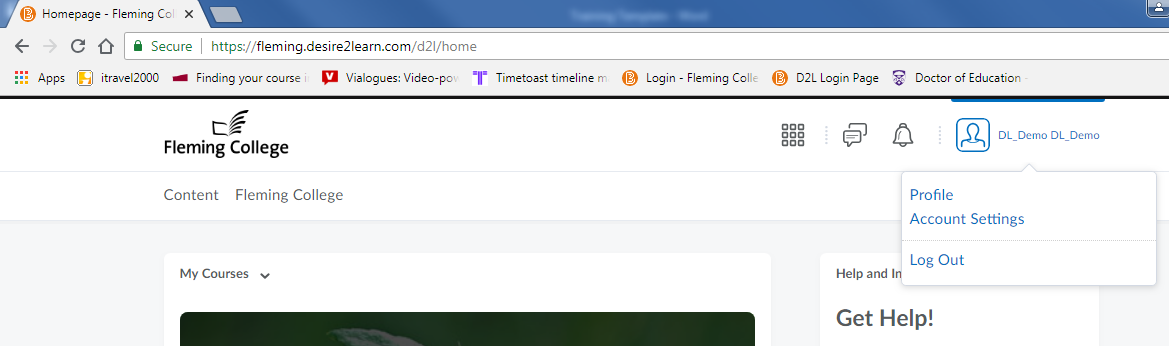


# Logout of Desire2Learn

1. Click your ‘**name**’ in the top right corner of the screen



1. Click ‘**Log Out’**



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