



1. Am I required to complete Faculty Foundations?

All faculty members are required to complete the Faculty Foundations course prior to teaching their first National University course. Faculty Foundations provides faculty members with a facilitated opportunity to practice setting up, teaching, and grading student work in a ESR334 practice course within the Blackboard Learning Management System (LMS).

2. What if I already know how to use Blackboard?

Even if you have experience working in Blackboard, you must complete the Faculty Foundations course. This course offers an orientation to National University and delivers an overview of the skills and tools that you will use as you teach here at NU.

3. Can I “test-out” of taking this course?

The Faculty Foundations course goes over more than just Blackboard functionality so testing-out of the training is not possible. If you have taught using Blackboard at another institution, you can focus your attention on successfully completing the activities and applying strong andragogical practices to your work.

4. When and where do we meet for the Faculty Foundations course?

Faculty Foundations is an online asynchronous course meaning that there are no required meetings and you will complete the course at your own pace.

5. Who facilitates this course and what are their qualifications?

The Faculty Foundations course is facilitated by members of the Center for Innovation in Learning who have successfully completed the Blackboard Training Certification course offered specifically for individuals who are tasked to train their institution’s staff and faculty. You will receive feedback on your work on all course activities once it has been evaluated by one of our facilitators.

6. How long does it take to complete the Faculty Foundations course?

You can expect to spend about eight total hours to complete the Faculty Foundations course. You can complete all the fifteen activities in one session or multiple, however most participants complete the course requirements within four days. Facilitation is available from Monday through Friday when the course runs.

7. Do I need to complete the training if I only teach onsite courses?

Yes, all new National University faculty are required to complete the Faculty Foundations course.

8. I'm not all that comfortable with technology. What support is available?

As you begin your Faculty Foundations course, you will complete a guided self-assessment that reviews the tech skills you will need in your work as a faculty member here at National University. The assessment directs you to targeted resources within the course to support your growth in any areas you feel less comfortable with. You can access the Digital Readiness Assessment on the Start Here page of the course.

Additionally, there is on-demand assistance available to you:

Faculty Concierge: facultyconcierge@nu.edu

Hours: M-F 8a-5p; Sat 8:30a-5p (*Saturday hours only prior to course start*)

Blackboard Help Desk: learn@nu.edu OR (888) 892-9095

Hours: 24/7

9. What will I have access to as part of the course?

Each participant will have access to their own simulation ESR334 practice course where they can practice setting up and teaching within a practice National University course. This course is designed to look and feel like a typical course yet is a “sandbox” that includes pretend students that you will interact with and student work that you will evaluate during the Faculty Foundations course. You will have access to your Learning Lab course indefinitely so you can practice your skills in a low-stakes environment.

10. I have access to the NU Faculty Foundations course, but it looks blank. Why can't I see the left-hand menu to get to the course content?

When you sign into the Faculty Foundations course in Blackboard and are unable to see the left-hand navigation menu, hover over the left side until you see a blue bar. After you hover over the blue bar, a tab called “Show Course Menu” will appear. Click on any area of this bar to expand the left-hand menu.

11. I can't seem to move onto the next section of the course and do not see any other items to click on, where do I go from here?

Once you have completed all the components of an activity, you must submit the associated activity verification (quiz) to unlock the next section of the course. The course facilitator is notified when an activity verification is submitted and is able to grade your participation in that activity.

12. What other courses and workshops will be offered in the future?

In addition to the Faculty Foundations course, the Office of Teaching and Learning Strategies offers just-in-time resources on their website (www.cilteaching.org) as well as regular workshops covering a variety of topics to support you as you teach your courses at National University. Please check out our website for additional information or email us at TeachingStrategies@nu.edu.