GoVIEW Spring, 2016
Announcements and Maintenance

This booklet highlights the GoVIEW announcements and maintenance schedule for new and existing faculty. All GoVIEW faculty will receive reminder emails, with updated information, throughout the semester.
Table of Contents
GoVIEW Username and Password Format ........................................................................... 3
Technical Assistance ........................................................................................................ 3
Once You Have Logged Into GoVIEW ............................................................................. 4
Migrations (Reusing Previous Content) ............................................................................... 4
Attendance Verification and Grade Submission ................................................................. 5
Student Opinion of Instruction (SOIs) ............................................................................. 5
Student Portfolios and Student Course End Access ......................................................... 6
Graduate Assistants (GAs) ............................................................................................... 6
Blackboard Collaborate and Voiceboard .......................................................................... 6
Plagiarism Prevention – Turnitin ...................................................................................... 6
Maintenance Schedule ....................................................................................................... 6
INGRESS .......................................................................................................................... 6
Collaborative Calendars ..................................................................................................... 7
GoVIEW Username and Password Format

- The URL for GoVIEW courses is: http://www.valdosta.edu/academics/elearning/goview.php
- Username Format Example: jadoe_vsu
  - Beginning e-mail format (jadoe)
  - Underscore (_)
  - Institutional abbreviation (vsu)
- Reset Your Password: As with GeorgiaVIEW, GoVIEW first-time user passwords are their institutional Banner password, but as updates are not pushed to D2L for this information, the best way to login the first time is to use the Forgot Password? option on the GoVIEW homepage.
  - Click the Forgot Password? link from the GoVIEW homepage
  - In the Username field, type your GoVIEW username (ex: jadoe_vsu)
  - Click Submit on the bottom-right hand side
  - A password reset email will be sent to your institutional e-mail address (ex: jadoe@valdosta.edu)
    - The password reset email will be sent from donotreply@donotreply.view.usg.edu
  - Check your institutional email for the password reset email, and once you receive it click the Reset my password link
    - Note that the reset password link expires 72 hour(s) after your initial request.
  - A new window will open where you will choose a new password
  - In the Username field, type your GoVIEW username (ex: jadoe_vsu)
  - In the New Password field, type your new password
  - In the Re-enter Password field, re-type the same password you typed in the New Password field
  - Click Submit on the bottom-right hand side
  - The page will refresh to a password successfully reset page, click the Go to login page link
  - Proceed to login with your GoVIEW username (ex: jadoe_vsu) and password information

Technical Assistance

Technical support for GoVIEW is provided by the D2L Help Center and is available 24/7, 365. The D2L Help Center replaces the Online Support Center who previously provided support for GeorgiaVIEW Vista. Please add the information for the D2L Help Center to your GoVIEW courses.

D2L Help Center: https://D2LHelp.view.usg.edu
How do I know if my computer will work with D2L?
TOLL FREE 1-855-772-0423
Once You Have Logged Into GoVIEW

You will see categories of semesters in the My Courses widget, such as Spring, 2016, D2L Tutorials, Migrated, etc. Under the D2L Tutorials semester, you should see VSU D2L Instructor Tutorial CO. VSU D2L Instructor Tutorial CO is where you can find self-paced training on D2L, handouts, important news items to be cognizant of while working in the system, access to recorded workshops from the University System of Georgia’s Faculty Development group, and a link to the Center for eLearning’s face-to-face and online workshop calendar.

As your official usernames have access to your migrated content, you may now have more than 25 courses that you are enrolled in. If so, your course list will change from the default view (show all courses if enrolled in fewer than 25 courses), to a search box and the 10 most recently accessed course offerings.

- If you click the Search box without typing anything in, you will see your entire list of course offerings you are enrolled in and can proceed to click on a title to enter that offering. This will add that course offering to the top of your 10 most recently accessed courses from the My Home page.
- If you type in part of the course offering name and click Search, the results will show you the course offerings that fit the search terms provided, or if only one course offering matches, you will immediately be taken into that course offering.

Migrations (Reusing Previous Content)

See PDF on the website on how to copy your migrated content into your Spring, 2016 course offerings. If you would like to work on a course for a future term, you may e-mail the Center for eLearning at goview@valdosta.edu to request a development course offering to import your migrated content into. Information Technology Services (ITS) has developed handouts on Reviewing Migrated Courses and Tips for Reviewing Your Migrated Courses that will be helpful for you to refer to once you have imported your migrated content into a Spring, 2016/development course offering.

It is recommended that you do NOT make any changes to your migrated courses, and instead, immediately copy content into your official courses and/or development course offerings and then update as appropriate. GeorgiaVIEW (Blackboard Vista) access ended for faculty and students on February 22, 2013. This means that your migrated courses are your only record of your originally migrated content.

If you do not see a course that you believe should have migrated within the full Search area, please contact the Center for eLearning at goview@valdosta.edu with the course information, so we can investigate the issue. If needed, our office can assist you in rebuilding course content that was not successfully migrated.
Attendance Verification and Grade Submission

Attendance verification for final grades are submitted through the Intra-Georgia Registration Sharing System (INGRESS) in GoVIEW instead of through Banner. Once assigned to your section(s), you will see an INGRESS widget with a link for INGRESS Faculty and Campus Administrator Consoles on your course list. This will be where you will see course rosters as well as submit attendance verification and midterm/final grades. INGRESS will display ALL of your students regardless of their home institution, and you will NOT need to submit grades in BANNER for GoVIEW courses. The INGRESS Faculty Console User Guide is attached. Please note: INGRESS undergoes nightly maintenance between 11pm and 7am and will be unavailable between these times.

Student Opinion of Instruction (SOIs)

There are three ways VSU collects SOI data:

- VSU students taking VSU offered graduate education courses complete their SOIs in Banner. If students have difficulties accessing Banner to complete their SOIs, please ask that they contact the VSU IT Helpdesk at 229.245.4357 (HELP).
- Non-VSU students taking VSU offered graduate education courses complete their SOIs through LiveText.
  - See the below statement from Elizabeth Omiteru concerning information for non-VSU students:
    - Students will receive an information email (about the SOIs) from Dr. Minor a week prior to launching the evaluations.
    - Students will receive another email from Dr. Minor at the end of that week with a link like the one below
      - Ex: Fall 2015 PSYG-6611-Y03, David Mickey
    - Students will click on the link, and this will take them to the webpage (LiveText url) where the SOI questions are.
    - Please note that students will receive a separate link for each instructor/course. For example, if I am taking EDAT 6001 this Spring, and two instructors are teaching the class, I will receive two separate links (URL). I will need to complete two separate SOIs.
    - The SOIs are usually available for a week (or 8 – 10 days max.)
- eMajor students receive SOIs through a Qualtrics survey. The Online Student Support Coordinator, Center for eLearning administers the surveys and follows the Academic Affairs dates for distribution.

Please review the Academic Affairs SOI Website for additional information.

NOTE: The following types of courses will NOT have SOIs: internships, directed studies, practica, student teaching, and thesis and dissertation hours. If a faculty member wants to request SOIs for one of those types of courses, the request must be sent to the department head; if the department head approves, the request is forwarded to the appropriate dean or director. If the dean or director approves, the request should be forwarded to Academic Affairs sgravett@valdosta.edu.
Student Portfolios and Student Course End Access

In GoVIEW (D2L), student access to courses ends 60 days after the official end of the full semester. Please remind your students to download their coursework offline and encourage them to save it in multiple locations prior to the GoVIEW end of course cutoff.

Graduate Assistants (GAs)

If you will be working with a GA and you would like her/him to have access to your GoVIEW course offerings, please e-mail the Center for eLearning at goview@valdosta.edu with your GA’s name, his/her VSU e-mail address, and the GoVIEW course offerings he/she should have access to.

Blackboard Collaborate and Voiceboard

Blackboard Collaborate LTI is the GoVIEW web conferencing platform. In the VSU D2L Instructor Tutorial CO, there is a tutorial for Blackboard Collaborate. The Voiceboard tutorial is also available in the VSU D2L Instructor Tutorial CO.

Plagiarism Prevention – Turnitin

GoVIEW uses Turnitin for plagiarism prevention.

In the VSU D2L Instructor Tutorial CO, there is a tutorial module for Using Turnitin in D2L. If you are interested in using Turnitin in your GoVIEW courses, please review that module for how to notify students and enable Turnitin in your Dropbox folders. Please note: once plagiarism detection is enabled for a particular Dropbox folder, it cannot be disabled for that specific folder.

Maintenance Schedule

Beginning Spring, 2016 semester maintenance for GoVIEW (and BlazeVIEW) is scheduled on the first and third Fridays of each month. Please refer to the ITS Maintenance Schedule – Spring 2016 for the entire schedule. The D2L system will be unable for use between 10pm on Friday through 7am on Saturday.

It is best practice to schedule any items due BEFORE 9pm on Friday evenings due to these maintenance periods. We also recommend you add a link in your course to the maintenance schedule.

INGRESS

INGRESS (for attendance verification and final grade reporting) undergoes nightly maintenance between 11pm and 7am and will be unavailable between these times.
Collaborative Calendars

The collaborative calendars are different than VSU’s academic calendar. As important dates get closer (i.e., Attendance Verification, Grade Submission, etc.) and when updates are provided, reminders will be sent out as well.