## Adding Infobase Training Modules in BlazeVIEW

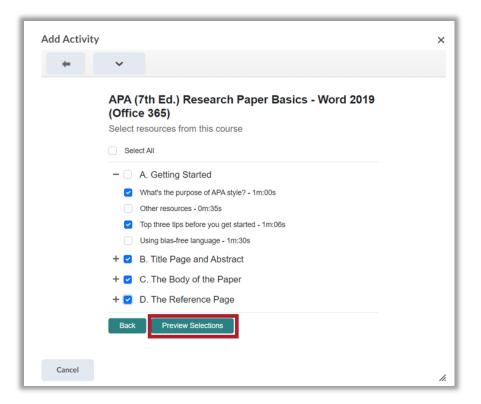
1. Click Existing Activities in the Content area of your course and select Infobase Learning Cloud Quicklink.

Module 1	,		
Add dates and restriction	ons		
Upload / Create 🗸	Existing Activities 🗸 🧭	Bulk Edit	
	Google Drive	d update topics	
Add a sub-module	Infobase Learning Cloud Quicklink	]	
	OneDrive		
	Quizzes		

2. In the Add Activity dialog box, type the name or topic of the Infobase training you want to insert into your course in the search bar and click the magnifying glass icon to search. Select the topic from the list.

+	~			
	Search Infobase Content			
	ара			<b>Q</b>
	Results: 1-3 of 3	« «	1 >	>>
			<u> </u>	
	Series Title	Application	Tutorial #	Total Time
	APA (6th Ed.) Research Paper Basics - Word 2010	WordWriting	2338	2h
	APA (6th Ed.) Research Paper Basics - Word 2013	WordWriting	5344	2h
	APA (7th Ed.) Research Paper Basics - Word		5957	2h
	2019 (Office 365)			
	«			

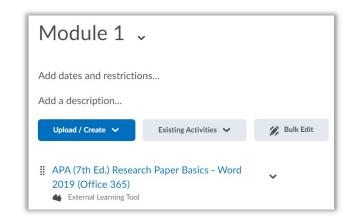
3. Select the resources that you want students to complete, then click **Preview Selections**.



4. Review the list of the resources included in the Infobase training and select the Add Resources button to add to the course.

Add Activity		×
+	~	
•	Formatting figures - 1m:07s	
۲	Formatting tables - 1m:18s	
۲	In-text citation: Paraphrasing - 1m:46s	
۲	In-text citation: Authors have the same last name - 0m:59s	
•	In-text citation: Unknown author - 0m:54s	
•	In-text citation: Multiple sources - 0m:24s	
•	In-text citation: Multiple authors - 0m:31s	
•	Using in-text citation - 1m:23s	
•	Understanding heading levels - 2m:05s	÷.,
•	Starting the body of your paper - 0m:29s	
•	Anthology or collection of smaller works - 0m:46s	
•	Missing information from source - 1m:57s	
•	Non-written sources - 1m:37s	
•	Ebook or audiobook - 0m:20s	
•	Webpage - Om:48s	
•	Online journal article without a DOI - 1m:40s	
•	· · · · · · · · · · · · · · · · · · ·	
•	YouTube video - 1m:00s	
•	Film - 0m:54s	
•	Book - 1m:01s	
•	Formatting the reference page - 1m:15s	
	Back Add Resources	÷

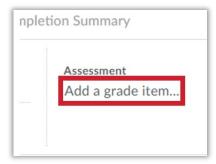
5. The Infobase training will display in the module.



6. When students click on the Infobase training link, the training will load in the BlazeVIEW window.

APA (7th Ed.) Resea 365)	rch Paper Basi	cs - Woi	rd 2019 (Offic	ce 🏻 💈
APA (7th Ed.) Research Paper Basics - V	Nord 2019 (Office 365)	•	Learnit	Provelt
	PA (7th Ed.) Research Paper Basics - Iffice 365) blished: 12,907,2019 thor: Heather Size of 29 Items completed	Word 2019	A. Getting Started What's the purpose of / Duration: 1:00 Top three tips before yo Duration: 1:06	
What You'll Learn The APA Publication Manual is in its 7th edition, and updated the guidelines for formatting and citation f works. Check out our series on how to properly use including creating a title page, using in-text citation, reference page, and more. APA is a trademark of the American Psychological Association	or written APA style Learnit building a Proveit	0 of 28	B. Title Page and Abstract Formatting the title page Duration: 1:23 Adding a running head Duration: 0:39 Creating your abstract Duration: 0:21	

- 7. To add the Infobase training to your Gradebook, follow these steps.
  - a. On the Infobase training content page, scroll down to the **Assessment** area (lower right corner).
  - b. Click on Add a grade item.



c. Click the + button to add a new grade item.

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d. Complete the **New Grade Item** dialog box with your grade item Name, Category, Description, Maximum Points, etc.

New Grade Item	×
General	^
Туре	
Numeric	
Name *	
APA Practice	
Category None    New Category] Description	
∎ to e <sup>e</sup> ▼ Paragraph ∨ …	
	•
Create Cancel	1.

e. Click Create (bottom left corner).

## Important Notes about Infobase Grading

- Multiple graded Infobase learning modules can now be in included in a BlazeVIEW course. Each graded item within a course would have its own grade column.
- A student's grade will only populate to the gradebook if the student has completed all of the microlearning videos you selected during the setup process.
- A student's grade is composed of his or her average score on all assessments within an Infobase learning module.
- The questions on Infobase assessments do appear in a randomized order from user to user.
- Currently, there is no instructor dashboard to track student progress and scores on Infobase learning modules and the assessments they contain. Hand-grading these items is not possible unless you request screenshots from students.