

# Introduction to the GLOW Interface

## Dashboard

Dashboard

Account

Dashboard

Courses

Groups

Signup Sheets

Calendar

Chinglish 111: Intro to Chinglish  
14F-CANV-101-01

Make-up Chemistry Placement 20...  
MAKE-UP CHEMISTRY PLACEM...

Open Classroom  
OPENCLASSROOM

## Course

Glow: Syllabus-Page Sample Course 2015-16 > Syllabus

Home

Announcements

Discussions

Assignments

Quizzes

Course Media Gallery

Collaborations

Conferences

Files

Grades

Outcomes

Modules

People

Pages

Syllabus

Course Email

Settings

Glow: Syllabus-Page Sample Course 2015-16

Jump to Today

**Welcome to Sample Course!**

Instructor's Name: Sharron Macklin

Office Location: 107 Venable Hall

Office Hours: One hour before class or by appointment

Office Phone: (work - Williams College): 413-537-4318

Class Times: Lecture, Discussion and Lab: Tuesday, 6:30pm – 9:15pm Murdock Hall 119

[Macklin\\_syllabus\\_MCLAS14.docx](#)

Course Information

Texts and Readings

Course Goals and Learning Objectives

Instructional Methods/ Teaching Philosophy

Course Expectations

Grading Criteria and Standards

Academic Honesty

Support Services

Canvas Guide for Students

Faculty Resources

Course Status

Unpublish Published

Choose Home Page

View Course Stream

Course Setup Checklist

New Announcement

View Course Analytics

Edit Syllabus Description

June 2016

29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Course assignments are not weighted.

1. Global Navigation: The links of the global navigation menu at the top of the page access features that are shared by all the courses on Glow you are enrolled in. This menu stays the same no matter what page you are looking at.

2. Course Navigation: The course navigation links provide access to features within the current course. When each course is first created on Glow, by default it will have fourteen areas linked to in the course navigation (*Announcements, Assignments, Discussions, Grades, People, Pages, Files, Syllabus, Outcomes, Quizzes, Modules, Conferences, Collaborations, Settings*). As an instructor, you can customize what links are shown in your course and hide from students those that you don't need in your course.

3. Course Content: This where your course content is displayed

4. Sidebar (context sensitive): The sidebar shows the features available on the page you are currently looking at. The sidebar will change as you go to different pages within your course.

## Course Settings

The screenshot displays the 'Course Settings' page for a course titled 'Glow: Syllabus-Page Sample Course 2015-16'. The breadcrumb trail at the top is 'Glow: Syllabus-Page Sample Course 2015-16 > Settings', with the 'Settings' link circled in red and numbered 1 through 5. The left sidebar shows the 'Courses' menu item circled in red, and the 'Settings' option at the bottom of the sidebar is also circled in red. The main content area is titled 'Course Details' and includes a 'Course is Published' status. The settings are organized into sections: Name (Glow: Syllabus-Page Sample Course 2015-16), Course Code (Glow: Syllabus-Page Sample Course 2015-16), Time Zone (Eastern Time (US & Canada)), Department (Sub Courses), Term (Default Term), Starts (Jul 1, 2015 at 12am), Ends (Wed Jul 1, 2015 12:00am), Language (Not set (user-configurable, defaults to English (US))), and File Storage (5000 megabytes). A checkbox for 'Users can only participate in the course between these dates' is present. The right sidebar contains several action buttons: Student View, Course Statistics, Course Calendar, Conclude this Course, Permanently Delete this Course, Import Content into this Course, Export Course Content, Reset Course Content, and Validate Links in Content. At the bottom right, a 'Current Users' table shows the following data:

Current Users	
Students:	None
Teachers:	3
TAs:	None
Grading-TA:	None

The "Settings" button within the course navigation menu on the left of the screen is where you can view or update the details of your course and its sections. You can also configure what will be available to students in the course navigation menu.

1. Course Details: The details of the course, including its name. These should generally be left as the default, although this is also the place to set your course interface to use a non-English language.

2. Sections: You can manage the different sections of your course and their enrollments, and the people associated with your course and their role. It also has a tool that allows you to consolidate enrollments of cross-listed courses into one. Please consult with your Itech Liaison if this is the first time you're making changes to the sections of a course.

3. Navigation: You can modify the Course Navigation menu listed of your course. You can hide specific links from students, and drag and drop links to change their order. Links that appear to the instructor as greyed out will be hidden to students.

4. Apps: The Apps tab allows you to view and activate a list of additional tools that are available for use in Glow. Additional documentation of these tools will be coming soon.

5. Feature Options: The Feature Options tab allows you to enable and disable Glow features within a particular course.

## Personal Settings

The screenshot displays the Glow user interface. On the left is a dark sidebar with navigation icons and labels: 'Account' (circled in red), 'Dashboard', 'Courses', 'Groups', 'Signup Sheets', and 'Calendar'. The 'Account' section is expanded, showing a profile picture, the name 'J.J. Test', and a 'Logout' button. Below this, a red oval highlights five menu items: 'Profile 1', 'Settings 2', 'Notifications 3', 'Files 4', and 'ePortfolios 5'. The main content area shows a course page for 'course 2015-16 > Syllabus'. It includes a 'Course Status' section with 'Unpublish' and 'Published' buttons, a 'Choose Home Page' button, and a 'View Course Stream' button. Below these are buttons for 'Course Setup Checklist', 'New Announcement', 'View Course Analytics', and 'Edit Syllabus Description'. A calendar for June 2016 is visible, with the 3rd highlighted. The page also features a 'Welcome to Sample Course!' message and a list of course assignments.

- 1. Profile:** Where you can change your profile picture (Avatar) and your display name.
- 2. Notifications:** You can configure how you will receive notifications from Glow, e.g. do you want to be notified when a student submits an assignment, how frequently, etc?
- 3. Files:** Files can be uploaded to a specific course, or to your personal file repository where they will be available to use in multiple courses. The files link is where you upload and manage your files in your personal file repository.
- 4. Settings:** You can tie Glow in with other web tools that you already use (e.g. Google Docs, Facebook etc). Click any of the services in “Other Services” for detail.
- 5. ePortfolios:** This is a seldom used tool at Williams.