**WebCT 4.0: Student Presentations**

*Student Presentations* tool allows assignment of a project to be assembled in a designated area of a WebCT course. The instructor and other students in the course can view the completed project. Projects could be collaborative writing assignments, research proposals, or multimedia Web presentations (PowerPoint®) on particular course topics. *Student Presentations* tool also allows the creation of student groups within a course or use of individual student presentations.

*Student Presentations* tool allows you to:

- create groups manually,
- generate groups at random, using the *Group Generator*,
- edit groups after you have created them,
- create a group discussion area (Students access this feature through the *Discussions* area.),
- make presentations available to the entire class, or only to the instructor and members of a group,
- specify when presentations are available,
- send mail to each group of students using the *Mail tool*,
- view students' completed work.

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Adding the Student Presentation Tool to an Organizer Page

In Designer View, choose **Add page or tool**

Click-on **Student Presentations**

Student Presentations is added to the organizer page.

Choose the Student Presentation tool

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Creating a Group Manually

Choose **Add group**

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Contact Office of Educational Development, University of Arkansas for Medical Sciences, Lea Mabry, M.Ed. at (501) 296-1087 or lamabry@uams.edu for permissions.
In the Group Name box, enter a name for the group

Enter the instructions for the project in the Description box

To create a discussion area for the group, select the check box for Create a discussion topic for this group

The Group name will automatically appear in the Name box. To rename, clear the Update the topic name to match the group name box and enter the new topic name

If the instructor is to be included in the discussion, select Include the instructor as a member of this discussion box
Under Availability, select whether to make the presentations **Public** (available to the entire class), **Private** (available only to the instructor and members of the group), or **Specify date** (makes the presentation public after the set date/time). **The default setting is Public.**

Students who have not yet been assigned to a group are listed alphabetically under **Class List** by last name, first name, and User ID.

To display all students, click the radio button next to **Show all students**.

Select the students to be included in the group in the **Status** column.
The group has been created.

Deleting Groups

Use this feature to delete presentation groups before creating new ones.

To delete one group, click the radio button for the group to be deleted.

To delete multiple groups, choose Delete all.

Warning: All files relating to the presentation groups are also deleted and are unrecoverable. The associated discussion topic is NOT deleted. Delete a discussion group by deleting the discussion topic in the Discussions area.
Creating Groups Using the Group Generator

All existing groups must be deleted before the group generator can be used.

To create random groups of students, choose **Generate groups**.

Select a method to generate a group, by number of groups OR number of students per group.

Select where extra students will go.

Select if discussion topics are to be created and if the instructor is also a member of the.
discussion topics.

When all selections have been made, choose **Generate**.

Choose **Continue**.

The groups have been randomly generated.

**Changing Presentation Settings**

If the groups were created using the group generator, the public setting is the default.

To change presentation settings, click the radio button for the group to be edited.

Choose **Change settings**.
Select the appropriate changes

Choose Update after changes are complete

Editing Groups

Choose the radio button for the group to edit

Choose Edit

Make all necessary changes.

Students can be added or removed from the group under Class List.
Viewing the Group's Work

There are two ways to view student presentations.

**Designer Options** while in edit (see above), click on the link to the student folder displayed at the bottom the page.

**OR**

Choose **Control Panel**

Choose **Manage Files**

In the My-Files folder, scroll down to the student_pres folder.
Open the appropriate folder to view that groups submissions.