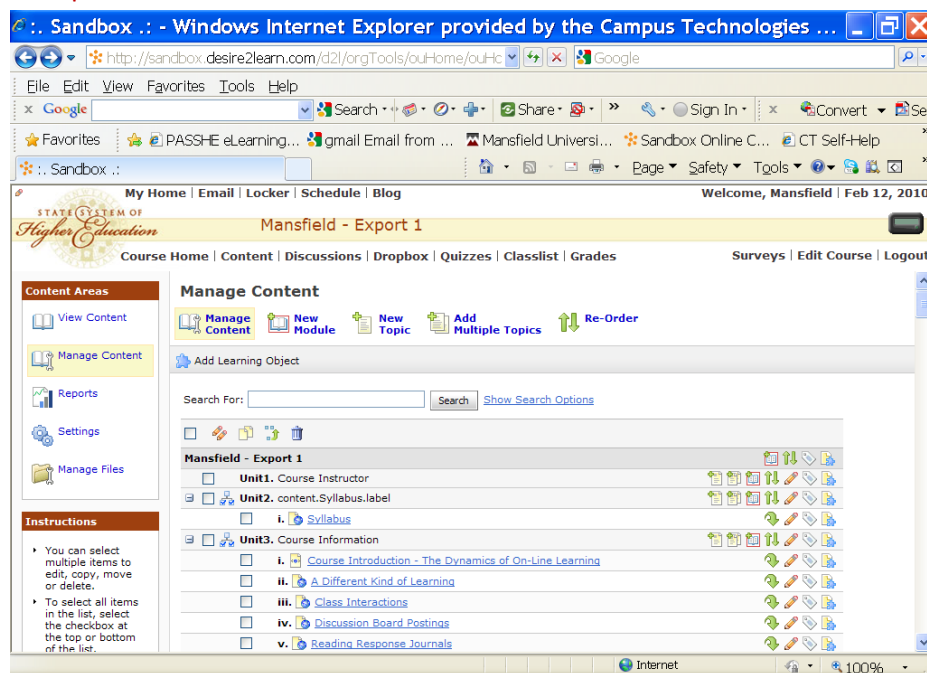


## Transition to Desire2Learn – Observations & Suggestions

*From initial tests*, it has been determined that course announcements & course content items, including all documents (MS Word, PowerPoint, PDF, etc.) & external Links will import to the D2L system.

You will not see the same structure as you did in Blackboard with the navigation buttons on the left. **A converted course will appear in an outline format in Desire2Learn.**

Example:



### ***What doesn't transfer?***

User data associated with the Gradebook, Assignments, Discussion Forums, Quizzes/Exams, Surveys, Wikis, Blogs, Podcasts, etc. will not be transferred.

The Learning Objects – Podcasts, Wikis, Blog, & Portfolios are not transferring at this time. D2L is working with Learning Objects, and solutions may be provided as we transition.

## **Some suggestions:**

*If you have an entirely online course or hybrid, it is recommended that you Export, and Archive your course/s to your hard drive. You may want to make a “visual” copy of your course structure too.*

**Course Export:** *A course export file can be imported into the Desire2Learn system. All courses from 2007-2010SP will be exported, and migrated to the new system. An export does not include user data.*

- ❖ *In Bb, from the “Courses” tab, review your course list, and determine which courses you would like to maintain a copy of on your hard drive for course materials or future reference.*
- ❖ *From the Control Panel of the course/s, Export Course – Export – select all the items listed, and Submit. You should see a dated message - “This action has been successfully queued. An email will be sent when the process is completed.”*
  - *Wait until you receive the message in your email account, and click OK. If you don’t see the message within 5 minutes, click on the Control Panel link, and see if you can locate the file in the Export Course area.*
    - *Ex: ExportFile\_2009SUSOC-1121-190\_20100216114112.zip*
- ❖ *The zipped file needs to be saved to your hard drive or a flash drive.*
  - *Right-click on the zipped file, select “Save Target As,” and save this file to your hard drive.*

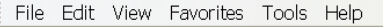
**Archive:** *An archive is a complete copy of the course, including student data, but this file will not import into D2L. A product called Bfree would need to be used to bring back the course with the user’s data (not fully tested).*

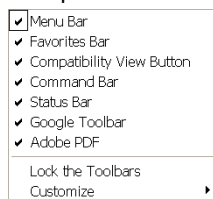
- ❖ *From the Control Panel of the course/s, Archive Course – Archive – & Submit. You should see a dated message - “This action has been successfully queued. An email will be sent when the process is completed.”*
  - *Wait until you receive the message in your email account, and click OK. If you don’t see the message within 5 minutes, click on the Control Panel link, and see if you can locate the file in the Archive Course area.*
    - *Ex: ArchiveFile\_2009SUSOC-1121-190\_20100216114112.zip*
- ❖ *The zipped file needs to be saved to your hard drive or a flash drive.*
  - *Right-click on the zipped file, select “Save Target As,” and save this file to your hard drive.*

**Note:** *The Blackboard server will be available until June 10<sup>th</sup> for reference, but you may find it easier to refer to a “visual” or hard copy.*

**Content Areas:** *All content will transfer, but it will not appear the same in D2L.*

- ❖ In Bb, from the “Courses” tab, review your course list, and determine which courses you would like a “visual” copy of for future reference.
- ❖ From the main page of your course, Printscreen & paste this page into a Word document.
- ❖ In the Control Panel, enter your main “content” areas – units, modules, course document areas, and use the \*File – Print option to make a hardcopy of your structure **OR** highlight the screen, copy/paste into a Word document, and Save.

\*Note: If you don’t see the “Menu Bar”  with the “File – Print” option, in your browser, then right-click on the gray area of a toolbar that does appear, and look for the option to select the Menu Bar.



**Discussion Forums:** *All posts will transfer, but they will not appear the same in D2L*

- ❖ Control Panel – Discussion Board – File – Print **OR** highlight the main forums page – copy/paste into a Word document, and Save.
- ❖ If you would like to maintain a copy of student posts, enter each individual forum, Select All – Go – Collect – highlight the entire page – File – Print **OR** highlight the entire page, copy/paste into a Word document, and Save.

**Gradebook:** *Student grades will not transfer; therefore, you may want to create a file for your records.*

- ❖ If you need a copy of the entire Gradebook, a delimited Excel file can be created. Control Panel – Gradebook - Download Grades – select tab or comma delimited –Download – Save. Make sure to change the file

name to correspond with the course prefix, number, and year, leave the file extension xls, and Save.

**Quizzes, Exams & Pools:** *Most questions types & pools transfer. Surveys not tested.*

- ❖ Respondus 3.5.4n can be used to download a backup copy of your quizzes, exams, surveys, or pools stored in Bb. MU will continue to use Respondus with D2L.

## **Learning Objects – Blogs, Wikis, Podcasts, & Portfolios**

*Waiting for D2L & Learning Objects to provide transfer solutions*

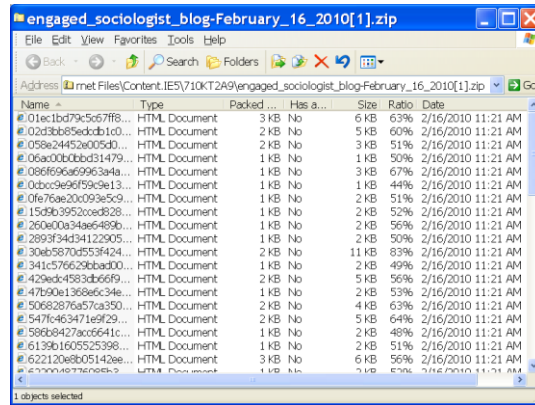
### **Podcasts:**

- ❖ *Locate each of your Podcasts, and right-click on the “play” or attachment link, select the option to “Save Target As,” and download a copy of the file to your hard drive.*



### **Blogs & Wikis:**

- ❖ *If you would like a copy of the blogs & wikis (Learning Objects), use the Export option within each blog or wiki. Each post is an individual file with an alpha/numeric filename, and these cannot be imported into D2L, at this time. See sample below.*
- ❖ *The best way to keep a copy for your records is to highlight the content within the site, and copy/paste it into a Word document.*



Sample Blog/Wiki Export:

**Turnitin:** MU will continue to use Turnitin with D2L. Assignments from previous terms will not be accessible from within your migrated courses.

- ❖ If you are currently using Turnitin with a Spring 2010 course site in Bb, it is suggested that you download a copy of your student assignments to your hard drive or a flashdrive to maintain user data.