

[00:00:03.02]

All right, now we want to talk about
converting and inputting

[00:00:06.12]

structure into Blackboard.

[00:00:07.23]

It's one of the most vital processes
that we have out there,

[00:00:12.10]

uh, and getting the data in
from where you have it, uh, will be there.

[00:00:17.24]

So, uh,
this may get a little herky-jerky because

[00:00:21.07]

I'm going to pause a little bit to pull
things up, but hopefully

[00:00:24.25]

that won't be a problem.

[00:00:25.19]

So if you hear me pause or you—
I pause for a second, there's everything.

[00:00:30.05]

Just give me a minute because
I'm switching things over.

[00:00:33.25]

So, all right, automation.

[00:00:38.05]

Let's talk about automation strategies,
what to automate and what's static.

[00:00:44.04]

When we're talking about
automation, we're talking about how do we

[00:00:49.01]

associate— do— how do we create the notes?

[00:00:53.11]

And how do we assign users to the nodes,

[00:00:57.24]

whether that's users or courses or,

[00:01:01.26]

or whatever it might be?

[00:01:03.17]

The node associations,
and normally the node associations

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normally only work from user enrollments
and course enrollments.

[00:01:10.25]

Okay,
and so we can give nodes the ability to,

[00:01:17.26]

uh, we can assign Users to those nodes,
we can assign,

[00:01:23.19]

uh, and assign courses to nodes,
and we can assign them to multiple nodes.

[00:01:28.22]

Uh, so it's not just
a one-to-one relationship.

[00:01:32.02]

We can have, uh, an, a user be assigned

[00:01:35.14]

to 10 different nodes, uh, if need be.

[00:01:40.19]

We can do that.

[00:01:41.24]

We can assign a course to 5,
10 different nodes as well.

[00:01:46.25]

It's not, uh, there is not really any

[00:01:53.08]

structure where you're not able to use the

[00:01:58.17]

process to be able to show,
uh, or allow associations to nodes.

[00:02:05.00]

Uh, there's no limitation in general.

[00:02:08.17]

So what to automate, what to static?

[00:02:15.07]

Let's go through the processes of when you
create users, and if you want to—

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and again, these are things that you want to do, you may want to do,

[00:02:22.26]

you may want to not want to do— you can assign users to nodes and you

[00:02:28.25]

can assign courses to that.

[00:02:30.07]

I'm going to tell you that the biggest impact that you are going to have

[00:02:36.00]

is attacking, is tackling course, uh, associations, or what we call

[00:02:42.16]

course creations or user enrollments.

[00:02:46.06]

So in institutional hierarchies, once you've got the institutional

[00:02:50.08]

hierarchy created, you're going to associate

[00:02:54.23]

various different items with nodes.

[00:02:56.12]

And so they're called node associations within the system.

[00:03:00.29]

And you can associate a user, you can create a user association,

[00:03:04.25]

or you can create a course association.

[00:03:08.08]

Your system is going to be, it's going to be best if your system

[00:03:14.18]

utilizes the course association first and you, you focus on the course

[00:03:19.01]

association because what that will allow you to do is

[00:03:22.05]

to associate the course with a node.

[00:03:24.19]

And then in that situation,
you'll then be able to associate the nodes

[00:03:30.17]

with the proper

[00:03:36.20]

The— once the, the courses are associated

[00:03:39.20]

with the proper nodes,
then you can give access to those courses,

[00:03:44.24]

uh, for those node course administrators.

[00:03:47.05]

So let's say you have people who support
your College of Nursing

[00:03:51.16]

or your School of Nursing.

[00:03:53.28]

If you do the course associations
correctly,

[00:03:56.23]

they're going to be able to support all
those courses that are within that node.

[00:04:01.01]

So they'll be able to gain access to that.

[00:04:04.18]

That is going to help your support.

[00:04:06.25]

It's going to help your accreditation
and data collection because they're

[00:04:10.14]

going to have access to the course.

[00:04:13.10]

Users, on the other hand,
and user associations

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may not have as big of an impact
because your user associations are really

[00:04:23.29]

going to be focused on what programs

and degrees they're looking at.

[00:04:27.29]

And that normally is going to play into a part when you're looking

[00:04:30.28]

at implementing outcomes tools or things like that.

[00:04:34.00]

So if you aren't tackling outcomes right now, or you don't plan to be tackling

[00:04:38.04]

outcomes, you may want to just put the user

[00:04:40.26]

associations on the back burner and just focus specifically on,

[00:04:45.01]

on your course associations.

[00:04:47.12]

And when you're focusing on user associations and course associations,

[00:04:51.12]

you want to have automated.

[00:04:54.12]

They are multiple.

[00:04:56.23]

They are, they're a high-volume situation.

[00:04:59.19]

They may change on a frequent basis.

[00:05:02.00]

So you want those to be automated as much as possible.

[00:05:06.23]

And, you know, frequently updating your, your Blackboard environment.

[00:05:12.19]

You don't want to take those on there, on manually.

[00:05:19.12]

The other thing you should know is that those user enrollments and the course

[00:05:23.00]

nodes, you will assign a primary
node association for both users

[00:05:29.28]

and course— courses,
and then there are secondary,

[00:05:34.22]

and you need to make a decision there
when you're doing those user

[00:05:38.10]

associations of primary versus secondary.

[00:05:41.20]

And what does primary
versus secondary mean?

[00:05:44.16]

Primary, you're focusing specifically
on the Primary area.

[00:05:52.00]

In my case, at our institution, I have
set primary to be the academic unit.

[00:05:58.16]

Okay, so it's set to be— and rather,
I should not say the academic unit,

[00:06:02.24]

the department.

[00:06:04.07]

Okay, so the primary association is
to whatever department owns that course.

[00:06:11.14]

So if it's English 1301,
then that English 1301 is owned

[00:06:18.25]

by the English department because that's
taught by English instructors

[00:06:23.02]

out of the English department.

[00:06:25.01]

Well, that 1301 may be part of general,
uh, general ed, so the general

[00:06:31.07]

education or the core.

[00:06:33.08]

If it is,
then you'll create a secondary course

[00:06:36.06]
association that will connect it to that.

[00:06:39.14]
Then let's say It's an online section.

[00:06:42.06]
Well, then we're going to create another
association to the Teach Online or

[00:06:46.10]
the Online Support Team as well.

[00:06:49.16]
So you now have 3 associations
that you're managing.

[00:06:53.13]
So again, this is why I said automation is
important, because

[00:06:58.00]
as you start developing which groups need
to be given access,

[00:07:04.07]
you know, one course can create 3
in that situation,

[00:07:08.23]
3 different course associations.

[00:07:11.26]
So the automation and the volatility
and the amount

[00:07:17.17]
is why automation is so important.

[00:07:20.26]
You can look at static, uh, things, or
things you may not want to change often.

[00:07:27.18]
That can be just the top-level
institutional nodes, your units,

[00:07:31.23]
departments, because those
really don't change that often.

[00:07:35.01]
And when they do change,
you're going to you know, they're,

[00:07:39.08]
they're probably going to change once a,
you know, once a year, maybe twice a year.

[00:07:44.28]
So you can do that by hand.

[00:07:47.10]
You could do that process without really a
pro— you know, having it,

[00:07:52.19]
having an automation.

[00:07:53.20]
But still, if you want to automate it
and automate both processes,

[00:07:57.11]
that's no problem.

[00:07:58.23]
Just know that static is an option there
because those are low volatility and low

[00:08:03.22]
changes and not,
not much, not much of an impact.

[00:08:10.05]
Then you can do— you want to be strategic
in the way you're just,

[00:08:14.12]
you're developing your hierarchy.

[00:08:16.02]
So you're looking for a sustainable
strategy, uh, in how you

[00:08:20.17]
can automate the process.

[00:08:23.26]
If you're going to automate all of it,
if you're going to automate just

[00:08:26.15]
the course associations, you're going
to want to make sure that you do it.

[00:08:31.02]
But it's You need to look at your data,
you need to look at what changes,

[00:08:36.05]

and you need to make the decision
on how to appropriately take on this.

[00:08:42.16]

And then with automation,
you can automate it as well

[00:08:45.23]

with SIS frameworks, with REST APIs.

[00:08:49.11]

So we can automate hierarchy management
through programming processes.

[00:08:55.19]

You can use SI integration
to standardize the— from standard SIS

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frameworks to who would do the node
associations for you,

[00:09:04.05]

or you can utilize the REST API,
uh, process from Blackboard to make those

[00:09:10.11]

updates happen, uh,
for courses and for users.

[00:09:14.23]

So there's that.

[00:09:15.22]

Now let me show you what an institutional
hierarchy generator looks like.

[00:09:19.22]

Uh, I have one already available, so I'm
going to show you a little bit about this.

[00:09:24.10]

So give me just one second.

[00:09:27.20]

All right, so let's take a look at,
uh, the Institutional

[00:09:31.18]

Hierarchy Node Generator.

[00:09:34.08]

So I've created this, uh,
Institutional Hierarchy Node Generator

[00:09:39.08]

here that can basically

create your hierarchy for you.

[00:09:43.29]

And what it'll do is it will— you can use
Microsoft Word, a Microsoft Word document,

[00:09:49.02]

and you can download the samples right
here, a DOCX or a DOC file,

[00:09:54.13]

and create your institutional hierarchy
based off your organizational chart or

[00:09:59.08]

organizational structure, then upload it
here, and I'll show you how that works.

[00:10:03.24]

So going to flip over here,
and I am in Google Docs,

[00:10:07.05]

and I want to show you,
uh, here is, uh, my sample here.

[00:10:12.22]

So University of St.

[00:10:13.21]

Thomas, UST,
is the university parent node.

[00:10:17.12]

So what we want to do is we want
to have 3 values on every single line.

[00:10:24.08]

University of St.
Thomas, that's the topmost node.

[00:10:29.07]

This is the ID that we set it for, UST,
which makes sense.

[00:10:33.01]

And then this is a
description of the node.

[00:10:36.26]

So a node description there.

[00:10:40.18]

So I, and underneath that,
so within the University of St.

[00:10:45.16]

Thomas, there is academics
and there's assessment.

[00:10:51.16]

And as you can see there,
it— we're using the outline tool within,

[00:10:57.00]

uh, within Microsoft Word
or Google Docs or whatever you have it.

[00:11:03.18]

And then we're creating this as
an out— in an outline format.

[00:11:08.20]

So it hopefully it makes common sense
because if you've ever— most of us have

[00:11:12.24]

all built outlines,
but you're like, well, how do I

[00:11:16.04]

build that and build the structure?

[00:11:17.17]

And how do I know what's in there?

[00:11:20.06]

So,
so here's the College of Business or the

[00:11:23.00]

School of Business, I guess I should say.

[00:11:24.22]

So I'm just going to change
this to School of Business.

[00:11:30.04]

Sorry about that.

[00:11:36.00]

File, Save as Google Doc.

[00:11:41.10]

Good old technology, right?

[00:11:43.28]

And so let's change this to School
of Business and the School of Nursing.

[00:11:54.04]

And then let's say I create the School

[00:12:00.07]

Education and Human Services,

[00:12:06.10]
and that is SEHS.

[00:12:11.23]
All right, and now under that is
criminology,

[00:12:19.12]
uh, and let's say, let's say that's
CRIM is the value there,

[00:12:27.19]
but let's say we're going to move
accounting under nursing.

[00:12:36.13]
So I can go X, take that out there,

[00:12:42.17]
tab here, and I can paste that there.

[00:12:47.29]
So I can manipulate this and break it down

[00:12:52.25]
and use this as a great example

[00:12:55.29]
of my structure or a good way to
show structure within my course.

[00:13:01.24]
– within my course– within my institution.

[00:13:06.24]
And so here I'm going
to create TeachACHOnline.

[00:13:12.01]
Spelling is not my successful thing today.

[00:13:15.19]
And so I'm just going to put
online as its designation.

[00:13:20.19]
You can use alphanumerics, you know,
you can use numerical values as well,

[00:13:26.10]
dashes, anything like that.

[00:13:28.06]
Except I don't think you can use spaces,
but just about most, most all

[00:13:34.23]

characters can be utilized there.

[00:13:37.05]

So once you kind of built this out,
you'll save it as a doc file.

[00:13:43.25]

So let me just go here, go click download,
and I'm going to download this

[00:13:47.18]

document here.

[00:13:50.16]

And then what I'm going to do is go
over to the Hierarchy Node Generator.

[00:13:56.16]

Sorry for all the noise.

[00:14:00.19]

Um, and we're going to click on this,

[00:14:04.00]

click here, and I, um,

[00:14:16.17]

I then go over here to my
Downloads folder.

[00:14:26.04]

You may not be able to see that.
If you did, great.

[00:14:29.01]

And then I've uploaded this,
uh, sample and I click generate hierarchy.

[00:14:35.13]

All right.

[00:14:36.07]

And now I'm going to download that file
and then I'm going to put it into

[00:14:40.24]

Google Docs so we can take a look at it.

[00:14:42.10]

So just give me one second.

[00:14:46.10]

All right.

[00:14:46.18]

So now I have downloaded the file and here it is, uh, showing you

[00:14:50.12]
this in Google Docs.

[00:14:52.26]
So this is what you would feed into the SIS system to create your nodes.

[00:14:58.22]
So you can see here that, uh,

[00:15:02.00]
it's gone ahead and created an external node value, which is this ID value here.

[00:15:07.06]
Then we've got a name

[00:15:10.29]
here and then a description.

[00:15:18.02]
And here for academics,

[00:15:20.24]
node name, and then it doesn't have

[00:15:25.12]
a description, but here is the parent.

[00:15:30.16]
So you can see that it falls under that UST.

[00:15:35.28]
So that is the way this will work, and it would just go ahead

[00:15:40.14]
and process this for you.

[00:15:43.01]
So this is available, uh, the Hierarchy Node Generator is

[00:15:46.10]
available in the link below, uh, and you can see more information about that.

[00:15:50.25]
So back to the presentation.

[00:15:56.24]
The final thing we want to go over is just

your roadmap and your

[00:15:59.24]
actionable items for today.

[00:16:02.11]
So utilize the provided tool that I've
shared with you to develop and visualize

[00:16:07.26]
your initial hierarchy nodes
and create those for you.

[00:16:11.04]
Then you're going to build your
digital institution structure.

[00:16:14.23]
You're going to have your
org— organizational charts.

[00:16:17.04]
You're going to look at how
you want to lay out degrees.

[00:16:20.17]
And follow through on centers of learning
or modalities and how you want

[00:16:24.12]
to handle your general ed.

[00:16:26.16]
Then define how you want to automate this
process via through static or,

[00:16:33.23]
or automation, whatever works.

[00:16:36.17]
And then utilize whatever programming
guidelines or processes that your

[00:16:40.14]
institution has,
either through the SIS Framework tools

[00:16:43.19]
or REST APIs, to make those happen.

[00:16:46.23]
So hopefully this has given you— whoop,
sorry about that— hopefully this has given

[00:16:52.10]
you a very good
beginning and a starting guide to how you

[00:16:57.00]

can utilize

REST— excuse me, not REST APIs— utilize

[00:17:01.20]

institutional hierarchies

at your institution and build

[00:17:07.02]

a process that really makes you

successful with Blackboard and be able

[00:17:12.17]

to support a wide variety of folks

and make your life as an admin or as a,

[00:17:17.28]

uh, as administrator to support,

uh, your faculty and your leadership,

[00:17:23.18]

make it a whole lot easier on yourself.

[00:17:25.06]

So anyway, hope you have a great day.

[00:17:27.19]

Thanks for listening,

and we'll talk at you next time.