

SimNet Online Best Practices – General

The SimNet Online Best Practices – Course Manager guide is intended for SimNet Administrators and Instructors. The following is a list of best practices for the SimNet Online Course Manager:

Administrative Settings, Campuses

- Create Campuses and assign Classes to their appropriate campus. Each campus uses a different set of textbooks and gradebook options.

Instant Help Link: <http://mhdemo.simnetonline.com/Help/CourseManager/Instructions.aspx?fileid=48>

- Select your textbook. Selected textbooks determine the available textbook filters when selecting content for exams and lessons. Also, students have access to self-study lessons based on the selected textbooks.
 - If you don't use a textbook, select the SimNet textbook.
 - If you use the same textbook for all campuses, assign the textbook to the "Default" campus. This will cause all newly created campuses to automatically select the same textbook as the "Default" campus.

Instant Help Link: <http://mhdemo.simnetonline.com/Help/CourseManager/Instructions.aspx?fileid=51>

Classes, Management

- Create a "template" class to configure all default assignments and gradebook parameters. The template class helps facilitate quickly creating all sections of the same class. Create a template class the same way you would create a regular class, except don't select a section name.

Instant Help Link: <http://mhdemo.simnetonline.com/Help/CourseManager/Instructions.aspx?fileid=78>

- If all sections use the same assignment content and schedule, assign and schedule all exams and lessons to the template class.

Instant Help Link: <http://mhdemo.simnetonline.com/Help/CourseManager/Instructions.aspx?fileid=80>

- If all sections have the same set of instructors, assign instructors to the template class.

Instant Help Link: <http://mhdemo.simnetonline.com/Help/CourseManager/Instructions.aspx?fileid=90>

- If all sections have the same grading parameters, configure the template class gradebook.

Instant Help Link: <http://mhdemo.simnetonline.com/Help/CourseManager/Instructions.aspx?fileid=174>

- After configuring the template class, import a list of class/sections and copy from the existing template class. This causes all imported classes to automatically receive all assignments and gradebook parameters from the template class. This is the fastest and most accurate way to release large groups of similar sections.

Instant Help Link: <http://mhdemo.simnetonline.com/Help/CourseManager/Instructions.aspx?fileid=140>

- Close class registration. Be sure to close class registration for classes you no longer want to have students self-register into. Also, remember to close registration to the template class after importing all sections.

Exams and Lessons, Selecting Content

- Isolate modules in each assignment. Module isolation helps reduce the required resources to download and run the simulations in both exams and lessons.
- When selecting content for both exams and lessons be sure to filter by both Textbook and Chapter. This will logically sequence the questions or tasks as they appear in the textbook.

Instant Help Link: <http://mhdemo.simnetonline.com/Help/CourseManager/Instructions.aspx?fileid=148>

- Only the SimNet textbook contains coverage of all questions and tasks. Many SimNet questions and tasks aren't covered in all textbooks.
 - Filtering by Module also provides access to all questions and tasks, however, the questions and tasks are in alphabetical order and not logically sequenced.
- The best way to create a practice exam from an assessment exam (and vice-versa) is to use the "Create Practice Exam" feature from the action menu. This feature creates a one-to-one copy of exam questions from the practice scenario.
- The best way to create a lesson from an assessment or practice exam is to use the "Create Lesson" feature from the actions menu. This feature creates a lesson populated with all tasks that cover the exam questions.

Instant Help Link: <http://mhdemo.simnetonline.com/Help/CourseManager/Instructions.aspx?fileid=147>

Archiving

- Instead of deleting exams, lessons, SimPaths, and classes it is best to Archive them instead. Archived exams, lessons, SimPaths, and classes can easily be un-archived. Deleting any item cannot easily be reversed.

Instant Help Link: <http://mhdemo.simnetonline.com/Help/CourseManager/Instructions.aspx?fileid=135>

- It is best to archive old, unused, exams, lessons, and SimPaths at the end of each semester. Archiving items simply remove them from all lists within the Course Manager.