## YOUR VE Brightspace One virtual learning place for all

## **MODULE IMPORT CHECKLIST**

Module migration from other platforms (Blackboard & Moodle) to Brightspace has been largely successful, with approx only 8% of all modules having some content that was more challenging to migrate. Your module has been imported to Brightspace and your content is now in a "holding" module on Brightspace, ready for your review.

Please find below a suggested list\* of checks or review items for your attention prior to selecting which content you want to copy to your live teaching module. The checklist focuses on items that have been tricky to import to date.

Important: It is strongly advised that you review all migrated content for consistency and accuracy.

1	Area - Type	Short Description	Action
	CONTENT - General - Content Viewer Powerpoint with audio & video	Most file types will render well in the content viewer. it should be noted that Powerpoint files that contain audio / video will need to be downloaded locally for the student to play the audio/video elements. Audio & video elements in Powerpoint are not playable via the Content Viewer.	Advisory. No action required.
	CONTENT - General	Content that might refer to Blackboard or Moodle functionality within the body of the text which is now no longer applicable.	Review and remove content references to Blackboard or Blackboard functionality (or Moodle equivalent).
	CONTENT - SCORM Items	Some content items are built to use SCORM to generate reports or to pass grades to the Grades area. The different versions of SCORM have resulted in different outcomes following content import.	Please review the SCORM Advisory Note.
	ASSESSMENT - Rubrics	Some rubric types do not import to Brightspace. Rubrics of type "non numeric" and "%range" have not imported to Brightspace.	These rubrics will need to be created in Brightspace using the Brightspace Rubric tool.
	ASSESSMENT - Quiz - Some Question Types, text only imported	The following Blackboard Quiz Question types were partially imported:	The text of the question has been brought across as an MCQ type to allow the text to be made available to be copied to a new question type.
	ASSESSMENT - Quiz - Question Types, not imported	The following Blackboard Quiz Question types do not have a Brightspace equivalent.  • Hotspot	A possible solution is to use a grid overlay on the image and set the question as a Multi Choice or Fill in the Blank option.
	ASSESSMENT - Quizzes - Negative Marking	Quiz Settings - Negative Marking Values	Please review quiz values / settings. Brightspace does not support negative marking. All questions that were previously designated to be negatively marked will now be assigned a value of 1. This can be edited in Brightspace.
	ASSESSMENT - Quiz Questions with a 0 Value	Quiz Settings - Question Value of 0	Please review quiz question values. Brightspace does not support question types of 0 value. All questions that were previously assigned a 0 value will have been re-assigned a value of 1.

<sup>\*</sup>This list is a recommended set of checks based on our experience of module migration to date.