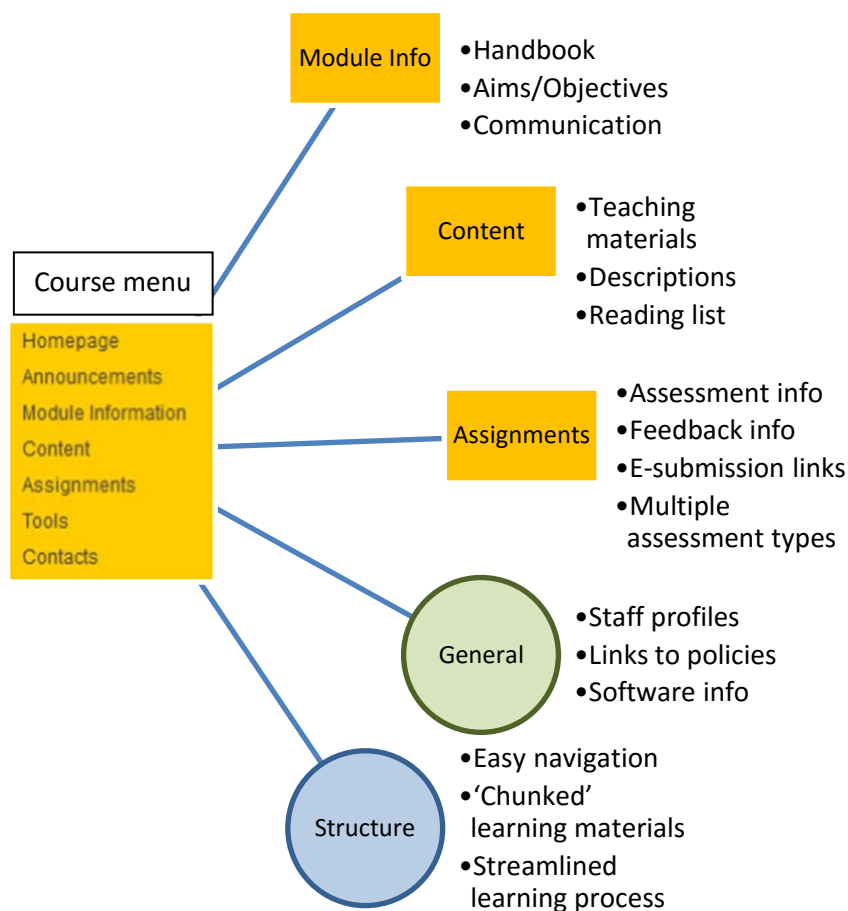

BLACKBOARD RMP

E-learning Group, minor revisions 22 February 2016

The Blackboard Required Minimum Presence (RMP) applies to all taught modules, both undergraduate and postgraduate. It is informed by recognised good practice in the sector as well as by feedback from Aberystwyth University (AU) students. **It was discussed at the ALTO Steering Group meeting in May 2013 and passed in Senate in June 2013.**

The RMP is the baseline level of a three-tiered system of teaching excellence at AU. The next higher level is the Enhanced Presence (EP), in which Blackboard is used to enhance the student learning experience beyond the required minimum. The highest level is the Exemplary Course Award (ECA), which recognises exemplars of good practice as models for others to follow. More information can be found on Nexus here: <http://nexus.aber.ac.uk/xwiki/bin/view/Main/RMP+and+enhanced>.

The elements of the RMP are shown graphically below. See the next page for a full description of each item.



- **Module Information folder**
 - Module handbook / module outline is accessible through AberLearn
 - Aims and Objectives of the module are easily located in AberLearn
 - Expectations regarding communications are clearly defined, including what is expected from the student and from the tutors, expected email response time, etc
- **Content folder (learning materials)**
 - All electronic learning materials, such as lecture notes, **lecture recordings**, handouts, e-journal articles, PowerPoints, supplementary readings, etc., are accessible through AberLearn **and up to date**
 - All materials in AberLearn are supported with descriptions or instructions for students, so that they know what the materials are, and what they should do with them
 - Readings Lists in an appropriate format are accessible through Blackboard, preferably with hyperlinks to e-books/journals [**Please note that the Talis / Aspire Reading list link will be available directly on the Course Menu starting from AY 2015/16**]
- **Assignments folder**
 - Information about all assessments, information about how students will receive feedback, and any electronic submission links are available in Blackboard **and up to date**
 - Marking criteria or a marking rubric is accessible through Blackboard
 - Multiple types of assessments are used (research project, objective test, discussions, etc. - this area can include any combination of summative, formative, self- and peer-assessment)
- **General Information**
 - Staff Profiles with contact information such as email and office hours are available in the Contacts area of Blackboard **and up to date**
 - Links to relevant policies (plagiarism, special needs, etc.) are provided in the logical place (e.g. links to assessment policies are in the same area as the assessment information)
 - Clear explanations of optional and/or required software including any additional costs are provided, preferably close to the items they are related to
- **Structure of the Course**
 - Navigation is intuitive and logical, so that items are easy to find
 - All learning materials should be grouped into distinct, manageable learning units according to student work flow. For example, if a different topic is covered each week, then all that week's materials (readings, PowerPoints, lecture capture, formative quizzes, supplementary materials, etc.) should be accessible from one place, not scattered in different areas of the Blackboard course.
 - Blackboard tools are used to reduce the labour-intensity of learning (e.g. providing links to needed resources where they will be used in the course, integrating publisher resources that are tailored to the course materials, and providing streamlined access to supplementary materials)

You can receive help in a number of ways:

- Come to the bespoke information sessions we organise for your institute or department
- View sample modules including recent ECA winners at <http://nexus.aber.ac.uk/xwiki/bin/view/Main/AU+Exemplary+Course+Award>
- Contact us for specific advice or a consultation session: bb-team@aber.ac.uk